



Town of Arlington Board of Selectmen

Meeting Agenda

December 12, 2016

7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

1. Notice: Regarding Borrowing of \$4 Million for the Thompson School Construction
Stephen Gilligan, Treasurer

PROCLAMATIONS

2. Proclamation to Honor Elsie Fiore

CONSENT AGENDA

3. Minutes of Meetings: November 28, 2016
4. Request: Special (One Day) Beer & Wine License, 12/17/16 @ Whittemore Robbins House for a Private Event
Jeff Perkell
5. Request: Special (One Day) Beer & Wine License, 12/17/16 @ Robbins Memorial Town Hall for a Private Event
Hilary Deignan
6. Request: Contractor/Drainlayer License
Kiely Excavating, 32 Gill Road, Waltham, MA
7. Request: Contractor/Drainlayer License
Nashoba Paving Company, Inc., 45 Power Road, Westford, MA
8. Request: Contractor/Drainlayer License
P.V. Barone Corporation, 18 Central Street, Winthrop, MA

PUBLIC HEARINGS

9. 7:30 p.m. Discussion and Vote: Property Tax Classification - Tax Rate
Paul Tierney, Director of Assessments
Bob Greeley, Board of Assessors

APPOINTMENTS

10. Arlington Commission on Arts and Culture
Stephen Poltorzycki (term to expire 1/31/2020)
11. Arlington Cultural Council
Kimberley Harding (term to expire 12/31/2019)

12. Disability Commission
Karen Mathiasen (term to expire 1/31/2020)
13. Transportation Advisory Committee (to fill an unexpired term)
Victor Rivas (term to expire 12/31/2017)

LICENSES & PERMITS

14. Request: Wine & Malt License
Carbini Co., LLC d/b/a Nina Trattoria & Pizzeria, 1510 Massachusetts Avenue
Angelo Carbini
15. Request: Common Victualler
Caffe Nero Americas d/b/a Caffe Nero, 311-321 Broadway
Michael Ford-Deegan, Owner
16. Request: Change of D/B/A - All Alcohol License
Sagar Restaurant Corp., 444 Massachusetts Avenue, Ajay Sachar, Director & Manager
Singh Saab Fine Indian Cuisine (Formerly Punjabi Tadka)
17. Request: Menotomy Grill & Tavern Late Night Event, 12/31/16-1/1/17
William A. Lyons, Owner, Menotomy Grill & Tavern, 25 Massachusetts Ave.
18. Request: Tango Restaurant Late Night Event, 12/31/16-1/1/17
Ricardo Mermet, Owner, 464 Massachusetts Avenue
19. Request: Duet Late Night Event, 12/31/16-1/1/17
Wayne Duprey, Owner, Duet, 190 Massachusetts Avenue

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

20. Cultural Plan Update
Adria Arch, Arlington Commission on Arts and Culture
21. Request: Two Spaces, On Street Overnight Parking @ 17 Pelham Terrace
William Choi, Christina Mathews
22. Vote: Referral of Lesley Ellis Traffic Review to TAC
Ted Wilson, Schools for Children
23. For Approval: Amendment to Schedule I, Traffic Rules and Orders for Mystic Street
Officer Corey Rateau, Traffic and Parking Unit

CORRESPONDENCE RECEIVED

Town Manager Vacation Buy Back Notice
Adam W. Chapdelaine, Town Manager

NEW BUSINESS

EXECUTIVE SESSION


Next Scheduled Meeting of BoS December 19, 2016.



Town of Arlington, Massachusetts

Proclamation to Honor Elsie Fiore

ATTACHMENTS:

Type	File Name	Description
 Reference Material	E._Fiore_12.16.doc	proco

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE

TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

PROCLAMATION

- WHEREAS:** Elsie Constance Thornton was born in Quincy, MA on November 22, 1926 and recently celebrated her 90th birthday. She had four brothers and one sister; and
- WHEREAS:** Elsie was married to Joseph A. Fiore for 49 years, moved to Arlington in 1949 and purchased her current home on Mott Street. They had four sons-David, Carl, Peter and Russell, eight grandchildren and three great grandchildren; and
- WHEREAS:** Elsie and her sister Val were members of the USO and entertained troops during WW II dancing on Naval Warships docked in Boston and Quincy; and
- WHEREAS:** Elsie graduated from Quincy High School, Hickox Secretarial School and UMass Boston. While at UMass she once loaned Vermont Senator Bernie Sanders money so he could take the MBTA home; and
- WHEREAS:** Elsie had a distinguished career as a legal secretary at such prestigious law firms as Ropes and Gray, Hale and Dorr, Hill and Barlow and others and worked for a Chief Justice of the Supreme Judicial Court of the Commonwealth of Massachusetts; and
- WHEREAS:** Elsie first joined Arlington's Town Meeting in 1962 and has served for 54 consecutive years, currently the longest serving member of that body; and
- WHEREAS:** Elsie has at times been called upon to play Squaw Sachem in differing town functions. She was chosen since she exemplifies the qualities of Squaw Sachem, of leadership, determination and conservation of natural resources; and
- WHEREAS:** Elsie over her 54 years has been an outstanding contributor to the Town of Arlington as a founder, member, chairman, teacher, measurer of wood and bark along with different committees, boards, neighborhoods and schools; and
- WHEREAS:** Elsie Constance Fiore has been recognized for her contributions to Arlington as an Unsung Heroine, Person of the Year and as a Legendary Local.

NOW, THEREFORE, BE IT RESOLVED, that we, the Members of the Board of Selectmen do congratulate and thank Elsie for her many contributions to the town and in recognition of her many achievements do hereby declare this 12th day of December of 2016 to be Elsie Fiore Day throughout the town and ask all citizens to pay heed thereto.

_____	SELECTMEN
_____	OF THE
_____	TOWN
_____	OF
_____	ARLINGTON

A true record.
ATTEST:

By: _____
Board Administrator



Town of Arlington, Massachusetts

Minutes of Meetings: November 28, 2016

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	11.28.16_draft_minutes.docx	Draft Minutes 11.28.16

TOWN OF ARLINGTON
BOARD OF SELECTMEN

Meeting Minutes
Monday, November 28, 2016
7:15 PM

Present: Mrs. Mahon, Chair, Mr. Dunn, Vice Chair, Mr. Greeley, Mr. Curro and Mr. Byrne.
Also Present: Mr. Chapdelaine, Mr. Heim and Mrs. Krepelka.

FOR APPROVAL

1. Arlington Public Art Youth Banners
Martina Tanga, Arlington Public Art

Ms. Tanga asked the Board for permission to hang Arlington Public Art Art Banners in Arlington Center for the months of March, April and May 2017. These banners will be a temporary public art exhibition. Arlington teens between 13 and 18 years of age, will respond to the theme of "Compassionate Community" and create original artwork that will then be digitized, printed into banners, and hung along Massachusetts Avenue. Art will be judged by a panel consisting of one art professional from Arlington Public Art, one independent art professional, and one Town official. They will select 20 winning entries and artists will be notified by December 20, 2017. This initiative aims to promote and encourage development in the visual arts and foster a sense of community through public art. Funding for this project is generously provided by the family of Gracie James Foundation.

Mr. Greeley moved approval.

SO VOTED (5-0)

2. Arlington Jazz Festival Banners
Dan Fox

Mr. Fox appeared before the Board asking permission to hang two banners at the intersection of Mass. Avenue and Pleasant Street for the month of April 2017. The 6th Annual Arlington Jazz Festival will be April 27 - 30th. The Jazz Festival will include students from Arlington High School as well as professional musicians.

Mr. Dunn moved approval and asked Mr. Fox to coordinate with Mrs. Krepelka as to the dates that the banners will be hung.

SO VOTED (5-0)

3. Two Sandwich Boards for Sarcoma Foundation of America's 'ACATpella Festival to Belt Out Cancer'

Anna M. Colozzo, Representative, ACATpella Festival

Ms. Colozzo asked the Board for permission to place two sandwich boards to help notify the community of the Sarcoma Foundation of America, A CATpella Festival to Belt Out Cancer, to be held at the Loew's Auditorium on Friday evening, January 20, 2017. This event will help to raise funds for research and new therapies for sarcomas as well as to honor Catherine Malatesta who died of epithelioid sarcoma last year. The sandwich boards will be placed on the westbound

center island at the intersection of Mass. Ave. and Pleasant St. and on the Mystic Street island. These boards will be 25 inches wide and 37 inches in height. The sandwich boards will be displayed from January 13 - January 20th.

Mr. Curro moved approval.

SO VOTED (5-0)

CONSENT AGENDA

4. Minutes of Meetings: November 14, 2016

Mr. Greeley moved approval.

SO VOTED (5-0)

5. Request: a) First Lights, Whittemore Park @ Jefferson Cutter House, December 1; and b) Free Parking Saturdays for Holiday Shopping

Beth Locke, Executive Director, Arlington Chamber of Commerce

Mr. Greeley moved approval.

SO VOTED (5-0)

6. For Approval: 'Cause + Event Arlington 2017' 5K Race, May 21, 2017

Julie Vakoc and Robin Olinsky, Co-Race Directors 5K

The 5K race will start and finish behind Arlington High School -- route along Mass. Avenue and the Minuteman Bikeway. The organizers encourage entire families to participate in the 5K and Kids Run to promote health and wellness initiatives in the community.

Mr. Dunn questioned the closing of the bike path and asked Ms. Vakoc and Ms. Olinsky to talk to the Police Department about closing the bike path.

Mr. Greeley moved approval.

SO VOTED (5-0)

APPOINTMENTS

7. Arlington Commission on Arts and Culture

Marga Varea

(term to expire 1/31/2020)

Mr. Byrne moved approval.

SO VOTED (5-0)

8. Board of Library Trustees

Lois Rho

(term to expire 6/30/2019)

Mr. Byrne moved approval.

SO VOTED (5-0)

LICENSES & PERMITS

9. Request: Wine & Malt License

JR Foods LLC d/b/a Commune Kitchen, 203 A&B Broadway

Richard Niedzwiecki & Justin Demers Co-owners

Mr. Dunn moved approval.

SO VOTED (5-0)

10. Request: All Alcohol License Change of Stockholder & Change of Manager
Y Plus Y Inc. d/b/a Fusion Taste, 303A Broadway, Attorney Wei Jia
Mr. Byrne moved approval. SO VOTED (5-0)

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

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Frank Foster, 174 Scituate Street, asked the Board if they would do a Proclamation, or in some way acknowledge that St. John's Episcopal Church, Pleasant Street is preparing to welcome the Diocesan Bishop of the Diocese of Massachusetts on Sunday, February 12, 2017. He will Celebrate Holy Eucharist and Preach at possibly two services. Mr. Foster stated that the Vestry Meeting is on Monday, December 5th at which time he will have more information. Mrs. Mahon stated the Board would be happy to welcome the Bishop and do a Proclamation.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

11. Decision in Respect to Arlington Liquors
Douglas W. Heim, Town Counsel
Mr. Dunn moved approval of letter to be sent to Arlington Liquors, 94B Summer Street.
SO VOTED (5-0)
12. Update: Status of Mugar 40B Application
Douglas W. Heim, Town Counsel
Mr. Heim stated that either he or Attorney Whitten would be at the ZBA Meeting on Tuesday night, November 29th at 7:45 p.m. to discuss the decision received from the Department of Housing and Community Development on grounds for denial of Comprehensive Permit Application - Thorndike Place.
13. For Approval: Referral to TAC - Local Speed Limits and Local Speed Safety Zones
Adam W. Chapdelaine, Town Manager
Town Manager Chapdelaine asked that the Board refer the two traffic related matters adopted by Town Meeting in October to the Transportation Advisory Committee for review and recommendation The two Articles adopted by Town Meeting are Local Speed Limits and Local Speed Safety Zones.
Mr. Byrne moved approval. SO VOTED (5-0)
14. Discussion: Future BoS Meetings

The Board voted the following Board of Selectmen Meeting Schedule:

January 9, 2017
January 23, 2017

March 13, 2017
March 27, 2017

February 6, 2017
February 27, 2017

April 3, 2017

NEW BUSINESS

Town Counsel Heim stated that the Warrant Article season was fast approaching and he is available to assist any resident or committee that wants to insert an Article in the Warrant for the 2017 Annual Town Meeting.

Mr. Chapdelaine stated the League of American Bicyclists earlier this week renewed Arlington as a bicycle friendly community, awarding the Town bronze medal status for the second consecutive time since first applying in 2013.

Mr. Chapdelaine informed the Board that he, Doug Heim, Sandy Pooler and Jim Feeney attended the Massachusetts Municipal Management Association's Fall Conference held at UMass Amherst last weekend. Doug Heim was Moderator of the Public Records Law Panel; Sandy Pooler spoke on putting together the GFOA Distinguished Budget Service Award which was very well received. Mr. Chapdelaine was very proud to see Arlington so well represented.

Mr. Greeley wished Elsie Fiore a Happy 90th Birthday and stated that at the meeting on December 12th the Board would present a Proclamation to Elsie for her many years of service to the Town.

Mr. Greeley stated that he would be happy to be the Selectmen liaison for the Town Day Committee. He would be meeting with Kathleen Darcy, Mary Ann Sullivan, Fran Reidy, Ashley Maher and Marie Krepelka on Thursday to discuss plans for Town Day 2017.

Mrs. Mahon asked the members of the Board if one of them would like to be the Board of Selectmen liaison at the meetings of the Council on Aging. Mr. Curro stated he would be happy to accept the position to serve on said Board but would have to step down from ATED. Mr. Dunn and Mr. Greeley stated they would be happy to serve on the ATED Committee.

Mr. Byrne moved to adjourn at 8:20 p.m.

SO VOTED (5-0)

Next Meeting of BoS December 12, 2016

11/28/16

Agenda Item	Documents Used
1	Arlington Public Art Youth Banner, Martina Tanga, Arlington Public Art
2	Arlington Jazz Festival Banners - Dan Fox
3	Two Sandwich Boards for Sarcoma Foundation of America's ACATpella Festival To Belt Out Cancer" , Anna M. Colozzo, Representative, ACATpella Festival
4	Minutes of Meetings: November 14, 2016
5	Request: a) First Lights, Whittemore Park @ Jefferson Cutter House, December 1: and b) Free Parking Saturdays for Holiday Shopping Beth Locke, Executive Director, Arlington Chamber of Commerce
6	For Approval: "Cause + Event Arlington 2017' 5K Race, May 21, 2017 Julie Vakoc and Robin Olinsky, Co-Race Directors
7	Arlington Commission on Arts and Culture Marga Varea (term to expire 1/31/2020)
8	Board of Library Trustees, Lois Rho (term to expire 6/30/2019)
9	Request: Wine & Malt License - JR Foods LLC d/b/a Commune Kitchen, 203A&B Broadway, Richard Niedzwiecki & Justin Demers Co-owners
10	Request: All Alcohol License Change of Stockholder & Change of Manager Y Plus Y, Inc. d/b/a Fusion Taste, 303A Broadway, Attorney Wei Jia
11	Decision in Respect to Arlington Liquors, Douglas W. Heim Town Counsel
12	Update: Status of Mugar, 40B Application, Douglas W. Heim, Town Counsel
13	For Approval: Referral to TAC - Local Speed Limits and Local Speed Safety Zones Adam W. Chapdelaine, Town Manager
14	Discussion: Future BoS Meetings



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 12/17/16 @ Whittemore Robbins House for a Private Event

Summary:
Jeff Perkell

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Whittemore_Robbins_Special_License.pdf	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: *Jeff Perkell*

Address, phone & e-mail contact information: *29 Beacon Street, Arlington, MA 02474; 978-935-8340; jeff.perkell@gmail.com*

Name & address of Organization for which license is sought:

Does this Organization hold nonprofit status under the IRS Code? ____ Yes X No

Name of Responsible Manager of Organization (if different from above): *Mike Milan, Beaujolais Catering, Bartender*

Address, phone & e-mail contact information: *19 Oak Terrace, Malden, MA 02148; 781-526-6382; mikeaboardnirvana@gmail.com*

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? No If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location? *One Time event*

24-Hour contact number for Responsible Manager on Event date: *Mike Milan -781-526-6382*

Title of Event: *Birthday Party for Jeff Perkell*

Date/time of Event: *December 17, 2016/3pm-10pm*

Location of Event: *Whittemore Robbins House*

Location/Event Coordinator: *Victoria Rose*

Method(s) of invitation/publicity for Event: *Mail*

Number of people expected to attend: *55 guests*

Expected admission/ticket prices: *N/A*

Expected prices for food and beverages (alcoholic and non-alcoholic): *N/A*

Will persons under age 21 be on premises? There will be five guests under the age of 21- ages 2-16.

If "yes," please detail plan to prevent access of minors to alcoholic beverages. ***Tips Certified Bartender will monitor the bar and follow the rules of certification.***

Have you consulted with the Department of Police Services about your security plan for the Event?
Yes

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Officer Corey P. Rabeau Date *12/16/16*
PFC. Corey P. Rabeau
Printed name/title

POLICE COMMENTS:

IF person requesting license is consuming alcohol they cannot be the responsible manager for an alcohol license.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

Beer and Wine

What types of food and non-alcoholic beverages do you plan to serve at the Event? Water, soda, coffee, tea,

HORS D'OEUVRES

Baked Brie with Cranberry Chutney and Spiced Pecans served with sliced Baguette

Smoked Salmon Pate with Pumpernickel Toast

Hummus, Grape Leaves, Tabouleh, Baba Ganoush, Muhammara and spiced Pita Chips

BUFFET MENU

Mesclun Salad with Cranberries and spiced Pecans, Maple Balsamic Vinaigrette

Parmesan Crusted Salmon with Sun Dried Tomato Beurre Blanc

Chicken Tangine with Tomatoes, Olives, Oranges and Cinnamon

Baked Stuffed Shells with Butternut Squash and Sage Cream Sauce

Lemon Zested Haricots Verts

Roasted Carrots with Chevre and Coriander

Iggy's Rolls and Butter

Who will be responsible for serving alcoholic beverages at the Event? Mike Milan from *Beaujolais Catering*

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TiPs Certification

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Mike Milan DOB 10/4/1952

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) *Kappy's Importing and Distributing Co., Inc. Everett, MA*

Date of Delivery: *December 17, 2016*

Alcohol Serving Time (s): 5:00pm-8:30pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of? *Opened bottles will be taken by client and Kappy's will pick up unused beverages.*

Date of Pick-Up: *Monday, December 19, 2016*

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) *Liability form and TiPs Certification attached*

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: *Jeff Perkell*

Printed name: **Jeff Perkell**

Printed title & Organization name: *Jeff Perkell Birthday Party*

Email: jeff.perkell@gmail.com

Jeff Perkell
29 Beacon Street, Arlington, MA 02474
978-935-8340
jeff.perkell@gmail.com

November 26, 2016

SECURITY PLAN for 70th Birthday Party at the Whittemore Robbins House on December 17, 2016

This event is a birthday party.

The event is scheduled for Saturday, December 17, 2016 from 5:00pm-10:00pm at the Whittemore Robbins House.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 55 guests including five children under the age of 21 between the ages of 2-16 years. The menu includes appetizers, dinner and dessert and beverage service for beer and wine, water, and soda. List of foods includes Baked Brie, Smoked Salmon Pate, Hummus, Grape leaves, Tabouleh, Mesclun salad, Parmesan Crusted Salmon, Chicken Tangine, Baked Stuffed Shells, Rolls and butter.

Beaujolais Catering will provide the bartending staff. The bartender is TiPS certified. All rules regarding alcohol beverage service will be followed as understood from TiPS Certification training by the bartender. Bar service will begin at 5:00pm and end at 8:30pm.

Victoria Rose, Event Coordinator, will be on site to monitor the use of the Whittemore Robbins House. Mike Milan will be the responsible manager for this event. Beaujolais Catering Company's bartender, Mike Milan will handle beverage service. All will be responsible for ensuring that the event runs smoothly.

Please advise if there are other items that we need to consider.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/26/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Prescott and Son Insurance Agency, Inc. 963 Eastern Avenue Malden MA 02148 INSURED Michelle C Noska, DBA: Beaujolais Catering 9 Chestnut St. Wakefield MA 01880	CONTACT NAME: Commercial Lines PHONE (A/C, No, Ext): (781) 322-2350 FAX (A/C, No): E-MAIL: ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Peerless Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
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COVERAGES CERTIFICATE NUMBER: CL154820553 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

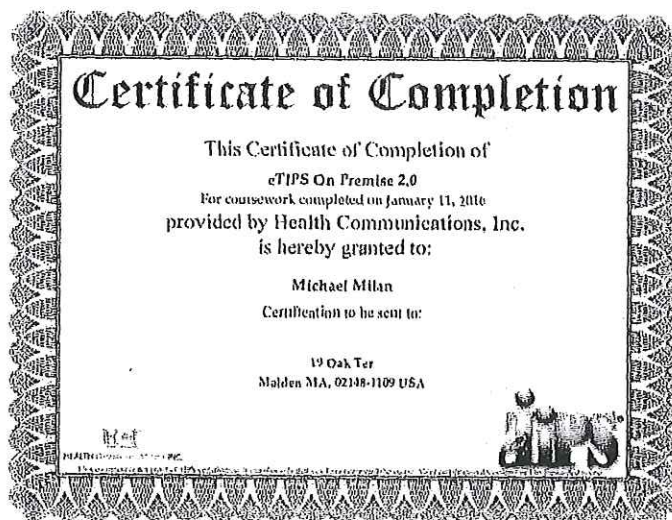
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	COMMERCIAL GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
A	CLAIMS-MADE X OCCUR		BK956554619	4/9/2016	4/9/2017	DAMAGE TO RENTED PREMISES (En occurrence) \$ 100,000
						MED EXP (Any one person) \$ 15,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMPROP AGG \$ 2,000,000
						OTHER \$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (En accident) \$
	ANY AUTO					BODILY INJURY (Per person) \$
	ALL OWNED AUTOS	SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	HIRED AUTOS	NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB	OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	CLAIMS-MADE				AGGREGATE \$
	DED	RETENTIONS				\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N				PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
A	LIQUOR LIABILITY		BK956554619	4/9/2016	4/9/2017	EACH OCCURRENCE \$1,000,000
						AGGREGATE \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder named as Additional Insured

CERTIFICATE HOLDER Town Arlington 730 Mass Avenue Arlington, MA 02474	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE J S Scholnick/SJG <i>Joseph S Scholnick</i>
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Print Help Menu

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10/4/52



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 12/17/16 @ Robbins Memorial Town Hall for a Private Event

Summary:

Hilary Deignan

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Special_One_Day_Town_Hall_12.17.pdf	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Hilary Deignan

Address, phone & e-mail contact information:

81 Lake Street, Arlington, Ma. 508-360-2786 hilarysmith26@gmail.com

Name & address of Organization for which license is sought:

private

Does this Organization hold nonprofit status under the IRS Code? X ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information:

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☐ NO ☒ X If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

NO

24-Hour contact number for Responsible Manager on Event date:

Hilary Deignan

Title of Event:

Memorial Service

Date/time of Event:

Saturday, December 17, 2016 - 2:00 pm - 6:00 pm

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer/Vicki Rose

Method(s) of invitation/publicity for Event:

Invitation

Number of people expected to attend: 100 for reception

Expected admission/ticket prices: N/A

Expected prices for food and beverages (alcoholic and non-alcoholic):

n/A

Will persons under age 21 be on premises? yes

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Bartenders will check for ID's

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

_____ Date _____

Printed name/title

POLICE COMMENTS:

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

beer/wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

savory/sweet tapas/ waters/sodas

Who will be responsible for serving alcoholic beverages at the Event?

Menotomy Tavern and Grill, Arlington, Ma.

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS CERTIFICATION

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

SEE ATTACHED TIP CERTIFICATION CARDS

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc.)

HORIZON BEVERAGE

Date of Delivery: Saturday, December 17, 2016

Alcohol Serving Time (s) 3:00 pm - 5:00 pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Excess alcohol will be taken by family

Date of Pick-Up:

N/A

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

ATTACHED

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete.**

information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: Hilary Deignan

Printed title & Organization name: _____

Email: hilarysmith26@gmail.com

revised: 5/18/2015 reformatted: 2/25/2016



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

7 December 2016

SECURITY PLAN FOR MEMORIAL SERVICE

A memorial service will be held on Saturday, December 17, , 2016 , in the auditorium at Arlington Town Hall. The event is scheduled for 2:00 pm to 6:00 pm.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 100 guests to attend the reception after the memorial service itself. We anticipate some attendees will be under age. Therefore the bartending service will ID attendees.

Patsy Kraemer will be the event coordinator for the event. Greg Stathopoulos will be the custodian for the event. Menotomy Tavern and Grill will be catering the event and will provide the TIPS certified bartending staff. Hilary Deignan and Zoe Rheault, family members of the deceased have organized the memorial service and the reception. They and other family members are all responsible for ensuring that the event runs smoothly.

A fire services detail will be hired for the event. This officer will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

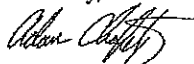
Congratulations!

By successfully completing the TIPS (Training for Intervention ProcedureS) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz
President, HCI

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.



On Premise
Issued: 7/1/2014
ID#: 3761566

SSN: XXX-XX-XXXX
Expires: 6/23/2017
D.O.B.: XX/XX/XXXX

RICK A LESPRON
25 Massachusetts Ave
Arlington, MA 02474-8602

For service visit us online at www.gettips.com
Janet Flagg, 55880

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

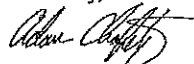
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Sincerely,



Adam F. Chafetz
President, HCI

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On Premise
Issued: 7/1/2014
ID#: 3761567

SSN: XXX-XX-XXXX
Expires: 6/23/2017
D.O.B.: XX/XX/XXXX

PETER J WALSH
25 Massachusetts Ave
Arlington, MA 02474-8602

For service visit us online at www.gettips.com
Janet Flagg, 55880

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

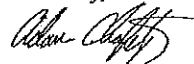
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If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz
President, HCI

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On Premise
Issued: 7/1/2014
ID#: 3761568

SSN: XXX-XX-XXXX
Expires: 6/23/2017
D.O.B.: XX/XX/XXXX

MARK C HANNON
25 Massachusetts Ave
Arlington, MA 02474-8602

For service visit us online at www.gettips.com
Janet Flagg, 55880

This is your Official TIPS® Certification Card.
Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

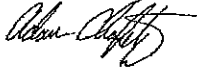
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You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz
President, HCI

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.



On Premise
Issued: 7/1/2014
ID#: 3761569

SSN: XXX-XX-XXXX
Expires: 6/23/2017
D.O.B.: XX/XX/XXXX

RICHARD M MCCALL
30 PECK AVE
Arlington, MA 02474-8602

For service visit us online at www.gettips.com
Janet Flagg, 55880



On Premise
Issued: 7/1/2014
ID#: 3761567

SSN: XXX-XX-XXXX
Expires: 6/23/2017
D.O.B.: XXXXXXXX

PETER J WALSH
25 Massachusetts Ave
Arlington, MA 02474-8602

For service visit us online at www.gettips.com
Janet Flagg, 55880

OK 2535
92600.



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

Summary:

Kiely Excavating, 32 Gill Road, Waltham, MA

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Kiely_Excavating.pdf	Drainlayer Application, Meeting Notice



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☒ Sewer/Drain Inspection ☒ Driveway Work ☒ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: Kiely excavating

Select One: ☐ Corporation ☐ Partnership ☒ Proprietorship ☐ Other: _____

Street Address: 32 gill rd. City/Town: Waltham State: Ma

Primary Phone: 7818447911 E-mail: mpkiely70@yahoo.com

Length of Time in Business under the same Firm Name: 6 yrs.

Full Name(s) of Principal(s): Martin Kiely

Primary Contact Person: Martin Kiely

Experience/Previous Work

Nature of Typical/Standard Work: r /water /drainage - residential work, installation of pipe, back fill and compact, haul materials, heavy equipment, coordinate inspect

Have you ever performed this type of work in Arlington: ☐ Yes ☒ No

If Yes, Please provide Location: _____ Approximate Date: _____

Total Amount of such construction this year: _____

Total Amount of such construction last year: _____

Total Amount of such construction next previous year: _____

Municipal References - Please Attach Written Reference Letters

Municipality: Waltham Dpw

Primary Contact Name: John Meconiates 781-314-3826 Email: Jmeconiates@city.waltham.ma.us

Municipality: Watertown Dpw

Primary Contact Name: Jay 617-972-6420 Email: JPELLETIER@WATERTOWN.MA.GOV

Municipality: Newton Dpw

Primary Contact Name: Chris Fadden Email: cfadden@newtonma.gov

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: Watertown Savings Bank - Gerry Bonanno Phone: 6179282470

Federal Tax ID or Social Security #: _____

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: [Signature] Date: 11-3-16

Reset Form

Print Form

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

December 6, 2016

Martin Kiely
Kiely Excavating
32 Gill Road
Waltham, MA 02453

Dear Mr. Kiely:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, December 12th in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. It is not a requirement that you attend the meeting.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

Summary:

Nashoba Paving Company, Inc., 45 Power Road, Westford, MA

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Nashoba_Paving.pdf	Drainlayer Application, Meeting Notice



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☐ Water ☐ Sanitary Sewer ☐ Stormwater Drainage ☐ Sewer/Drain Inspection ☒ Driveway Work ☒ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: Nashoba Paving Co Inc

Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other:

Street Address: 45 Power Road City/Town: Westford State: MA

Primary Phone: 978-264-0044 E-mail: JScotfield@Nashobacorp.com

Length of Time in Business under the same Firm Name: 32 years

Full Name(s) of Principal(s): Donald Sloan

Primary Contact Person: Ten Simard

Experience/Previous Work

Nature of Typical/Standard Work: Remove & Replace Driveways

Have you ever performed this type of work in Arlington: ☐ Yes ☒ No

If Yes, Please provide Location: _____ Approximate Date: _____

Total Amount of such construction this year: _____

Total Amount of such construction last year: _____

Total Amount of such construction next previous year: _____

Municipal References - Please Attach Written Reference Letters

Municipality: Town of Concord

Primary Contact Name: Kathi Kew

Email: Ktew@concordma.gov

Municipality: Town of Lexington

Primary Contact Name: Tricia Malatesta

Email: tmalatesta@lexingtonma.gov

Municipality: City of Needham

Primary Contact Name: Judy Oakes

Email: Joakes@needhamma.gov

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: Northern Bank & Trust

Phone: 978-486-3543

Federal Tax ID or Social Security #: _____

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: _____

Date: 9/14/16

Reset Form

Print Form



TOWN OF NEEDHAM, MASSACHUSETTS
PUBLIC WORKS DEPARTMENT
500 Dedham Avenue, Needham, MA 02492
Telephone (781) 455-7550 FAX (781) 449-9023

September 14, 2016

RE: Letter of Recommendation
Nashoba Paving Co Inc.

To Whom It May Concern:

Nashoba Paving Co Inc. of Westford, MA has performed work in the Town of Needham, and has followed the guidelines satisfactorily to the Town.

Sincerely,

Judith Oakes

Judith Oakes
Street Permit Administrator
Needham DPW

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

December 6, 2016

Donald Sloan
Nashoba Paving Company, Inc.
45 Power Road
Westford, MA 01886

Dear Mr. Sloan:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, December 12th in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. It is not a requirement that you attend the meeting.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

Summary:

P.V. Barone Corporation, 18 Central Street, Winthrop, MA

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	P.V._Barone.pdf	Drainlayer Application, Meeting Notice



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☐ Water ☐ Sanitary Sewer ☐ Stormwater Drainage ☐ Sewer/Drain Inspection ☒ Driveway Work ☒ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: P.V. Barone Corp.

Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other: _____

Street Address: 18 Central St City/Town: Winthrop State: MA

Primary Phone: 617-846-1700 E-mail: PVBC@PVBARONE.COMCASTBIZ.NET

Length of Time in Business under the same Firm Name: 70 years

Full Name(s) of Principal(s): Robert P. Barone Pres Vincent P. Barone Treasurer

Primary Contact Person: Robert P. Barone

Experience/Previous Work

Nature of Typical/Standard Work: Utility Construction under contract with Comcast

Have you ever performed this type of work in Arlington: ☐ Yes ☒ No

If Yes, Please provide Location: _____

Approximate Date: _____

Total Amount of such construction this year: 100%

Total Amount of such construction last year: 100%

Total Amount of such construction next previous year: 100%

Municipal References - Please Attach Written Reference Letters

Municipality: Town of Georgetown

Primary Contact Name: Peter Durkee

Email: pdurkee@georgetownma.gov

Municipality: MassDOT District 2

Primary Contact Name: Jeff Hendricks PE

Email: Jeffrey.hendricks@state.ma.us

Municipality: City of Boston

Primary Contact Name: John A Vozzella

Email: John.vozzella@boston.gov

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: Bank of America

Phone: _____

Federal Tax ID or Social Security #: _____

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: Robert P Barone

Date: 10/3/16

Reset Form

Print Form

November 2, 2012

To Whom It May Concern:

My name is Jeffrey Hendricks. I work in the capacity of District Area Engineer for Construction, for the Massachusetts Department of Transportation, at the District Two Headquarters in Northampton, MA.

I recently had the opportunity to oversee work performed by the P.V. Barone Corp. in Greenfield, MA; specifically, MassDOT Contract #67425, Highway Lighting Upgrades & Improvements: Exit 26 Ramps on I-91 and Route 2 & Route 2A Rotary. The project carried a bid price of \$789,619.00; P.V. Barone was the general contractor. The work was primarily consisted of removing existing highway lighting; installing new lighting, conduit, and wiring; installing and maintaining erosion controls; deploying and maintaining traffic safety measures; grading; and cleaning of, and repairs to, existing drainage infrastructure.

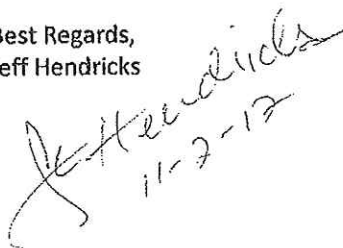
My personal opinion is the work performed was of high quality. Furthermore, I found P.V. Barone to be professional and well organized in all facets of both the physical work and the associated administrative tasks. I stress this is my personal opinion, and that I do not speak for the MassDOT in this regard.

Should you desire an official Departmental disposition regarding the performance of the P.V. Barone Corp. on the aforementioned project, one may be obtained by directing an inquiry to:

Albert R. Stegemann, P.E., District Highway Director
MassDOT District Two Headquarters
811 North King Street
Northampton, MA 01060

If there are questions or concerns, I may also be contacted by telephone at (413)582-0594, or via email at jeffrey.hendricks@state.ma.us.

Best Regards,
Jeff Hendricks

Handwritten signature of Jeff Hendricks and the date 11-2-12.



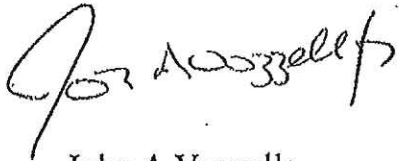
Thomas M. Menino, Mayor

John Vozzella Senior Civil Engineer
City of Boston Public Works
1 City Hall Plaza Room 714
Boston Ma 02121

To whom it may concern,

I worked with PV Barone on a reconstruction project in the City of Boston. The work included installing conduits, setting edgestone, and deep drainage work. We also installed new concrete sidewalks and resurfaced the road. I found PV Barone to be very competent and easy to work with. They work was done in time and the project come in under budget. I would recommend them for future jobs in the city or any other municipality.

Sincerely

A handwritten signature in dark ink, appearing to read "John A. Vozzella".

John A Vozzella
Senior Civil Engineer



PUBLIC WORKS DEPARTMENT / Boston City Hall / City Hall Square 02201
Joanne P. Massaro, Commissioner of Public Works
617-635-4900 Fax 617-635-7499



October 30, 2012

To Whom it may concern:

P.V. Barone Corp. has worked over the years for the City of Boston. Back in 2006-07 he worked for us successfully installing street lighting, installing conduit and laying asphalt and concrete sidewalks and various other duties we called on him for.

In my opinion P.V. Barone Corp. is a more than capable contractor.

If you have any further questions or concerns please feel free to contact me.

Marty Lee
Senior Civil Engineer

City Of Boston
Public Works Department
Construction Management Division
(617) 755-9119



PUBLIC WORKS DEPARTMENT • Boston City Hall • City Hall Square 02201
Joanne P. Massaro, Commissioner of Public Works
617-635-4900 Fax 617-635-7499



KIMBERLEY DRISCOLL
MAYOR

LYNN GOONIN DUNCAN, AICP
DIRECTOR

CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

120 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970
TELE: 978-619-5685 ♦ FAX: 978-740-0404

October 30, 2012

City of Beverly
Engineering Department
191 Cabot Street
Beverly, Massachusetts 01915

Re: Letter of Reference for PV Barone, Corp.

To whom it may concern.

PV Barone Corporation (18 Central St, Winthrop, MA 02152) is currently finishing the Lafayette Street Improvements Project for the City of Salem Department of Planning and Community Development. The project includes roadway improvements on Lafayette Street from Harbor Street to Washington/Dow Streets. Specifically, the work includes installation of traffic signals, reconfiguration of two intersections, sidewalk reconstruction, installation of storm drains, adjustment of existing structures in the street, roadway resurfacing, and a number of streetscape improvements including installation of benches, bus shelters, landscaping, and ornamental lighting.

The City is extremely satisfied with the work performed by PV Barone Corp and I am happy to provide a reference for PV Barone Corp for the purpose of obtaining a Street & Sidewalk Opening Permit from the City of Beverly, MA. If you have any further questions please feel free to contact me at 978-619-5685.

Sincerely,

A handwritten signature in black ink, reading "Lynn G. Duncan".

Lynn G. Duncan, AICP
Director of Planning and Community Development

September 22, 2015

RE: P. V. BARONE CORP.

To Whom It May Concern:

I have worked with P. V. Barone Corp. on numerous projects including drainage, curbs, sidewalks, and roadway construction in the Town of Georgetown. Our experience with P. V. Barone has been positive and we would welcome them back in the future. Please contact me if you have any questions.

Most sincerely,

Peter Durkee, Town Surveyor

Town of Georgetown

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

December 6, 2016

Robert Barone
P.V. Barone Corporation
18 Central Street
Winthrop, MA 02152

Dear Mr. Barone:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, December 12th in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. It is not a requirement that you attend the meeting.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

7:30 p.m. Discussion and Vote: Property Tax Classification -Tax Rate

Summary:

Paul Tierney, Director of Assessments

Bob Greeley, Board of Assessors

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	2016_Tax_Classification_AD.pdf	tax classification legal ad
▢ Reference Material	Ref_Mat_12.12.16_Tax_Classification.pdf	Tax Classification Report

(INSERT TOWN SEAL HERE)

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

PROPERTY CLASSIFICATION

LEGAL NOTICE

TOWN OF ARLINGTON

Notice is hereby given that pursuant to Chapter 369 of the Acts of 1982 that the Board of Selectmen of the Town of Arlington shall hold a Public Hearing at 7:30 p.m. on Monday, December 12, 2016, in the Selectmen's Chamber, 2nd floor Town Hall, 730 Massachusetts Avenue, Arlington, MA. The Board of Selectmen shall make a decision as to whether or not to classify residential, open space, commercial, industrial and taxable personal property of the Town. Oral and written comments will be accepted at that time.

All persons interested may be heard at the time and place so appointed.

Per Order of
The Board of Selectmen

Board Administrator
Arlington, MA 02476

11/17/16 and 11/23/16 issues-Arlington Advocate

TOWN OF ARLINGTON



***TAX CLASSIFICATION HEARING
DECEMBER 12, 2016
FY 2017***

***PAUL TIERNEY
DIRECTOR OF ASSESSMENTS***

HOW TO DETERMINE THE LEVY TOTAL TO BE RAISED AND THE TAX RATE FY 2017

I. CALCULATE THE FY 2017 LEVY LIMIT

A. FY 2016 LEVY LIMIT	\$102,420,256
B. ADD 2.5%	\$2,560,506
C. ADD FY 2017 NEW GROWTH *	\$1,070,144
D. ADD FY 2017 OVERRIDE	\$0
E. FY 2017 LEVY LIMIT	\$106,050,906

II. CALCULATE THE FY 2017 TOTAL TO BE RAISED

A. FY 2017 LEVY LIMIT	\$106,050,906
B. ADD FY 2017 SCHOOL DEBT EXCLUSION	\$878,800
C. ADD FY 2017 WATER & SEWER DEBT	\$5,593,112
D. ADD FY 2017 SYMMES CAPITAL DEBT EXCLUSION	\$0
MAXIMUM TOTAL TO BE RAISED	\$112,522,818

III. CALCULATE THE FY2017 TAX RATE

TO BE RAISED	/	TOTAL TAXABLE ASSESSED VAL	*1000
\$112,439,838	/	\$8,952,216,406	*1000
		EXCESS LEVY	\$82,980
			\$12.56

*** GROWTH TAX DOLLARS AND THE TAX RATE ARE ESTIMATED
PENDING DEPARTMENT OF REVENUE APPROVAL**

MINIMUM RESIDENTIAL FACTOR COMPUTATION
Fiscal Year 2017

A Class	B Full and Fair Cash Valuation	C Percentage Share	
1. Residential	8,427,530,080	94.1390%	94.1390%
2. Open Space	0	0.0000%	
3. Commercial	389,586,036	4.3518%	5.8610%
4. Industrial	20,065,800	0.2242%	
5. Personal Property	115,034,490	1.2850%	
TOTALS	8,952,216,406	100.0000%	

Maximum Share of Levy for Classes Three, Four and Personal Property: $150\% * 5.8610\%$ (Lines 3C + 4C + 5C) = **8.7915%** (Max % Share)

Minimum Share of Levy for Classes One and Two: $100\% - 8.7915\%$ (Max % Share) = **91.2085%** (Min % Share)

Minimum Residential Factor (MRF): 91.2085% (Min % Share) / 94.1390% (Lines 1C + 2C) = **96.8871%** (Minimum Residential Factor)

MINIMUM RESIDENTIAL FACTOR LA7 (6-96): **96.8871%**

Chapter 58, Section 1A mandates a minimum residential factor of not less than 65 percent.

**TOWN OF ARLINGTON
CLASSIFICATION OF REAL ESTATE
SELECTMENS OFFICE
DECEMBER 12, 2016
FISCAL YEAR 2017**

**I. OPTION OF THE BOARD OF SELECTMEN.
(CHAPTER 797 OF MASS. GL)**

**II. ALLOWS THE BOARD OF SELECTMEN TO INCREASE THE CIP
CLASSES OF PROPERTY UP TO 150% OF THEIR SHARE OF THE
LEVY.**

III. ARLINGTON'S MRF FOR FISCAL 2017

96.8871%

IV. CIP SHARE OF THE F.Y. 2017 LEVY IS

5.8610%

VI. CIP'S MAXIMUM SHARE THEREFORE MAY BE RAISED TO

8.7915%

**TOWN OF ARLINGTON
ASSESSORS OFFICE
CLASSIFICATION
FISCAL YEAR 2017**

Note: All rates are estimated subject to DOR certification

AT	CIP% SHARE	RO% SHARE	RATE PER \$1000 AV		CIP TAX INC. PER 500K	RO TAX DEC. PER 500K
			CIP	RO		
100.00%	5.8610	94.1390	\$12.56	\$12.56	\$0	\$0
105.00%	6.1541	93.8460	\$13.19	\$12.52	\$314	(\$19.55)
110.00%	6.4471	93.5529	\$13.82	\$12.48	\$628	(\$39.10)
115.00%	6.7402	93.2599	\$14.44	\$12.44	\$942	(\$58.65)
120.00%	7.0332	92.9668	\$15.07	\$12.40	\$1,256	(\$78.20)
125.00%	7.3263	92.6738	\$15.70	\$12.36	\$1,570	(\$97.75)
130.00%	7.6193	92.3807	\$16.33	\$12.33	\$1,884	(\$117.30)
135.00%	7.9124	92.0877	\$16.96	\$12.29	\$2,198	(\$136.85)
140.00%	8.2054	91.7946	\$17.58	\$12.25	\$2,512	(\$156.40)
145.00%	8.4985	91.5016	\$18.21	\$12.21	\$2,826	(\$175.95)
150.00%	8.7915	91.2085	\$18.84	\$12.17	\$3,140	(\$195.50)

CIP SHARE OF LEVY IS	\$6,590,060
CIP MAXIMUM LEVY IS	\$9,885,090

ASSESSORS OFFICE
TOWN OF ARLINGTON
TAX RATE PER \$1000 OF A.V.

YEAR	RATE		YEAR	RATE		YEAR	RATE		YEAR	RATE
1929	\$30.00		1954	\$54.50		F78	\$78.00		F03	\$13.64
1930	\$30.40		1955	\$59.20		F79	\$84.60		F04	\$10.61
1931	\$31.40		1956	\$69.20		F80	\$81.00		F05	\$10.94
1932	\$30.40		1957	\$70.40		F81	\$87.00		F06	\$11.34
1933	\$30.40		1958	\$71.20		F82	\$73.50		F07	\$10.95
1934	\$33.00		1959	\$74.00		F83	\$22.70		F08	\$11.45
1935	\$33.00		1960	\$78.20		F84	\$23.43		F09	\$11.92
1936	\$34.00		1961	\$82.60		F85	\$23.96		F10	\$12.11
1937	\$35.60		1962	\$85.00		F86	\$16.49		F11	\$12.41
1938	\$35.20		1963	\$84.60		F87	\$17.24		F12	\$13.66
1939	\$36.80		1964	\$92.60		F88	\$17.66		F13	\$13.61
1940	\$35.80		1965	\$97.60		F89	\$10.86		F14	\$13.79
1941	\$34.80		1966	\$97.60		F90	\$11.25		F15	\$13.55
1942	\$35.60		1967	\$106.00		F91	\$12.47		F16	\$12.80
1943	\$32.00		1968	\$124.00		F92	\$13.84		F17	\$12.56
1944	\$32.00		1969	\$41.00		F93	\$14.52			
1945	\$34.40		1970	\$48.20		F94	\$15.55			
1946	\$38.00		1971	\$51.80		F95	\$16.06			
1947	\$42.80		1972	\$56.80		F96	\$16.54			
1948	\$44.20		1973	\$56.80		F97	\$17.08			
1949	\$46.20		1973	\$28.20		F98	\$16.73			
1950	\$50.40		1974	\$74.00		F99	\$17.17			
1951	\$54.20		F75	\$67.20		F00	\$17.66			
1952	\$56.40		F76	\$67.20		F01	\$13.17			
1953	\$57.60		F77	\$74.80		F02	\$13.85			

ASSESSMENT/CLASSIFICATION REPORT as of January 1, 2016
Fiscal Year 2017

Property Type	Parcel Count	Class1 Residential	Class2 Open Space	Class3 Commercial	Class4 Industrial	Class5 Pers Prop
101	7,994	4,966,268,100				
102	3,552	1,275,197,300				
MISC 103,109	13	13,426,600				
104	2,264	1,538,210,360				
105	193	140,864,700				
111-125	146	420,721,500				
130-32,106	312	28,852,500				
200-231	0		0			
300-393	382			342,809,610		
400-442	22				20,065,800	
450-452	0				0	
CH 61 LAND	0	0	0	0		
CH 61A LAND	0	0	0	0		
CH 61B LAND	1	4	0	1,535,206		
012-043	76	43,989,020	0	45,241,220	0	
501	209					5,786,050
502	157					7,118,030
503	0					0
504	2					71,713,880
505	8					18,412,800
506	2					10,257,700
508	4					1,746,030
550-552	0					0
TOTALS	15,341	8,427,530,080	0	389,586,036	20,065,800	115,034,490
Real and Personal Property Total Value						8,952,216,406
Exempt Parcel Count & Value					353	610,310,100

For CH 61, 61A and 61B Land: enter the mixed use parcel count in the left-hand box, and enter the 100% Chapter land parcel count in the right-hand box.

Signatures

Board of Assessors

Paul Tierney, Director , Arlington , ptierney@town.arlington.ma.us 781-316-3061 | 10/28/2016 1:19 PM

Comment: SIGNED ON BEHALF OF THE BOARD OF ASSESSORS

Comments

No comments to display.

MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES
BUREAU OF LOCAL ASSESSMENT

Arlington

City / Town / District

LA13 Tax Base Levy Growth

Retain documentation for 5 years in case of DOR audit - Fiscal Year 2017

Property Class	(A) PFY LA4 Values	Omitted and Revised No.	(B) Omitted and Revised Values	Abatement No.	(C) Abatement Values	Other Adjustment No.	(D) Other Adjustment Values	(E) Adjusted Value Base
RESIDENTIAL								
SINGLE FAMILY (101)	4,682,885,700	0	0	23	974,400	0	0	4,681,911,300
CONDOMINIUM (102)	1,229,416,600	0	0	21	864,400	0	0	1,228,552,200
TWO & THREE FAMILY (104 & 105)	1,593,553,460	0	0	15	612,700	0	0	1,592,940,760
MULTI - FAMILY (111-125)	416,463,200	0	0	0	0	0	0	416,463,200
VACANT LAND (130-132 & 106)	26,272,700	0	0	3	292,500	0	0	25,980,200
ALL OTHERS (103, 109, 012-018)	54,003,682	0	0	0	0	0	0	54,003,682
TOTAL RESIDENTIAL	8,002,595,342	0	0	62	2,744,000	0	0	7,999,851,342
OPEN SPACE	0	0	0	0	0	0	0	0
OPEN SPACE - CHAPTER 61, 61A, 61B	0	0	0	0	0	0	0	0
TOTAL OPEN SPACE	0	0	0	0	0	0	0	0
COMMERCIAL	377,453,368	0	0	4	1,157,300	0	0	376,296,068
COMMERCIAL - CHAPTER 61, 61A, 61B	1,445,709	0	0	0	0	0	0	1,445,709
TOTAL COMMERCIAL	378,899,077	0	0	4	1,157,300	0	0	377,741,777
INDUSTRIAL	17,588,600	0	0	0	0	0	0	17,588,600
PERSONAL PROPERTY	114,815,530	0	0	0	0	0	0	114,815,530
TOTAL REAL & PERSONAL	8,513,898,549	0	0	0	0	0	0	8,513,898,549

NOTE : The information was Approved on 11/9/2016

LA13 Tax Base Levy Growth

Retain documentation for 5 years in case of DOR audit - Fiscal Year 2017

Property Class	Reval Perct	(F) + or - Reval Adj Values	(G) Total Adjusted Value Base	(H) CFY LA4	(I) New Growth Valuation	(J) PY Tax Rate	(K) Tax Levy Growth
RESIDENTIAL							
SINGLE FAMILY (101)	0.05287	247,552,800	4,929,464,100	4,966,268,100	36,804,000		
CONDOMINIUM (102)	0.01814	22,281,800	1,250,834,000	1,275,197,300	24,363,300		
TWO & THREE FAMILY (104 & 105)	0.04576	72,891,000	1,665,831,760	1,679,075,060	13,243,300		
MULTI - FAMILY (111-125)	0.00803	3,343,300	419,806,500	420,721,500	915,000		
VACANT LAND (130-132 & 106)	0.11056	2,872,300	28,852,500	28,852,500	0		
ALL OTHERS (103, 109, 012-018)	0.04197	2,266,338	56,270,020	57,415,620	1,145,600		
TOTAL RESIDENTIAL	0.04390	351,207,538	8,351,058,880	8,427,530,080	76,471,200	12.80	978,831
OPEN SPACE	0.00000	0	0	0	0		
OPEN SPACE - CHAPTER 61, 61A, 61B	0.00000	0	0	0	0		
TOTAL OPEN SPACE	0.00000	0	0	0	0	0.00	0
COMMERCIAL							
COMMERCIAL - CHAPTER 61, 61A, 61B	0.03054	11,490,462	387,786,530	388,050,830	264,300		
	0.06191	89,497	1,535,206	1,535,206	0		
TOTAL COMMERCIAL	0.03066	11,579,959	389,321,736	389,586,036	264,300	12.80	3,383
INDUSTRIAL	0.14084	2,477,200	20,065,800	20,065,800	0	12.80	0
PERSONAL PROPERTY				115,034,490	6,869,496	12.80	87,930
TOTAL REAL & PERSONAL				8,952,216,406	83,604,996		1,070,144

Community Comments:

Signatures

Board of Assessors

Paul Tierney, Director , Arlington , ptierney@town.arlington.ma.us 781-316-3061 | 11/3/2016 9:04 AM

Comment: SIGNED ON BEHALF OF THE BOA

NOTE : The information was Approved on 11/9/2016

*Fy 2017 Vs Fy 2016
by State Class Code*

Code	Type	COUNT	FY 2017 Assessed Value	Ave AV Inc/Dec	Count Inc/Dec	17 VS 16		Ave AV Inc/Dec	COUNT	FY 2016 Assessed Value	Ave AV
						%	Inc/Dec				
101	Single Family	7,994	4,966,268,100	621,249	-6	6.05%		35,889	8,000	4,682,885,700	585,361
102	Condominium	3,552	1,275,197,300	359,008	60	3.72%		6,942	3,492	1,229,416,600	352,067
Misc 103,109	Misc	13	13,426,600	1,032,815	1	20.45%		103,865	12	11,147,400	928,950
104	2 Family	2,264	1,538,210,360	679,422	-18	5.52%		40,605	2,282	1,457,780,160	638,817
105	3 Family	193	140,864,700	729,869	-1	3.75%		30,007	194	135,773,300	699,862
111-125	Apartments	146	420,721,500	2,881,654	0	1.02%		29,166	146	416,463,200	2,852,488
130-132, 106	Res Land	312	28,852,500	92,476	-1	9.82%		8,538	313	26,272,700	83,938
200-231	Open Space	0			0				0		
300-393	Commercial	382	342,809,610	897,407	-4	2.72%		32,793	386	333,741,310	864,615
400-452	Industrial	22	20,065,800	912,082	0	14.08%		112,600	22	17,588,600	799,482
CH 61 Land	Ch Land	0			0				0		
CH 61A Land	Ch Land	0			0				0		
CH 61B Land	Ch Land	4	1,535,206	383,802	0	6.19%		22,374	4	1,445,709	361,427
012-043(Res)	Mixed Use(Res)	38	43,989,020	1,157,606	0	2.64%		29,809	38	42,856,282	1,127,797
012-043(Com)	Mixed Use(Com)	38	45,241,220		0	3.50%			38	43,712,058	
501	Per Prop	209	5,786,050	27,684	-22	-12.01%		-784	231	6,576,100	28,468
502	Per Prop	157	7,118,030	45,338	-10	-12.47%		-3,360	167	8,132,510	48,698
503	Per Prop	0	0		0				0	0	
504,550-552	Per Prop	2	71,713,880	35,856,940	0	5.17%		1,764,280	2	68,185,320	34,092,660
505	Per Prop	8	18,412,800	2,301,600	0	-13.73%		-366,325	8	21,343,400	2,667,925
506	Per Prop	2	10,257,700	5,128,850	0	23.81%		986,300	2	8,285,100	4,142,550
508	Per Prop	4	1,746,030	436,508	0	-23.86%		-136,768	4	2,293,100	573,275
TOTAL		15,340	8,952,216,406			5.15%			15,341	8,513,898,549	
Residential			8,427,530,080			5.31%				8,002,595,342	
Open Space			0.00							0.00	
Commercial			389,586,036			2.82%				378,899,077	
Industrial			20,065,800			14.08%				17,588,600	
Total Real Est		14,958	8,837,181,916			5.22%			14,927	8,399,083,019	
Personal Prop		382	115,034,490			0.19%			414	114,815,530	
Total Real & PP		15,340	8,952,216,406			5.15%			15,341	8,513,898,549	
Exempt		353	610,310,100						334	540,634,800	
Grand Total		15,693	9,562,526,506						15,675	9,054,533,349	

TAX RATE COMPONENTS FY 2013 - FY2017

	2013	2014	2015	2016	2017
LEVY BASE	\$12.28	\$12.37	\$12.22	\$11.58	\$11.43
2 1/2%	\$0.31	\$0.31	\$0.31	\$0.29	\$0.29
GROWTH	\$0.09	\$0.19	\$0.16	\$0.16	\$0.12
OVERRIDE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WAT & SEW DEBT EXCL	\$0.78	\$0.76	\$0.72	\$0.66	\$0.62
SCHOOL DEBT EXCLU	\$0.12	\$0.14	\$0.14	\$0.12	\$0.10
SYMMES DEBT	\$0.04	\$0.02	\$0.00	\$0.00	\$0.00
TAX RATE *	\$13.61	\$13.79	\$13.55	\$12.80	\$12.56

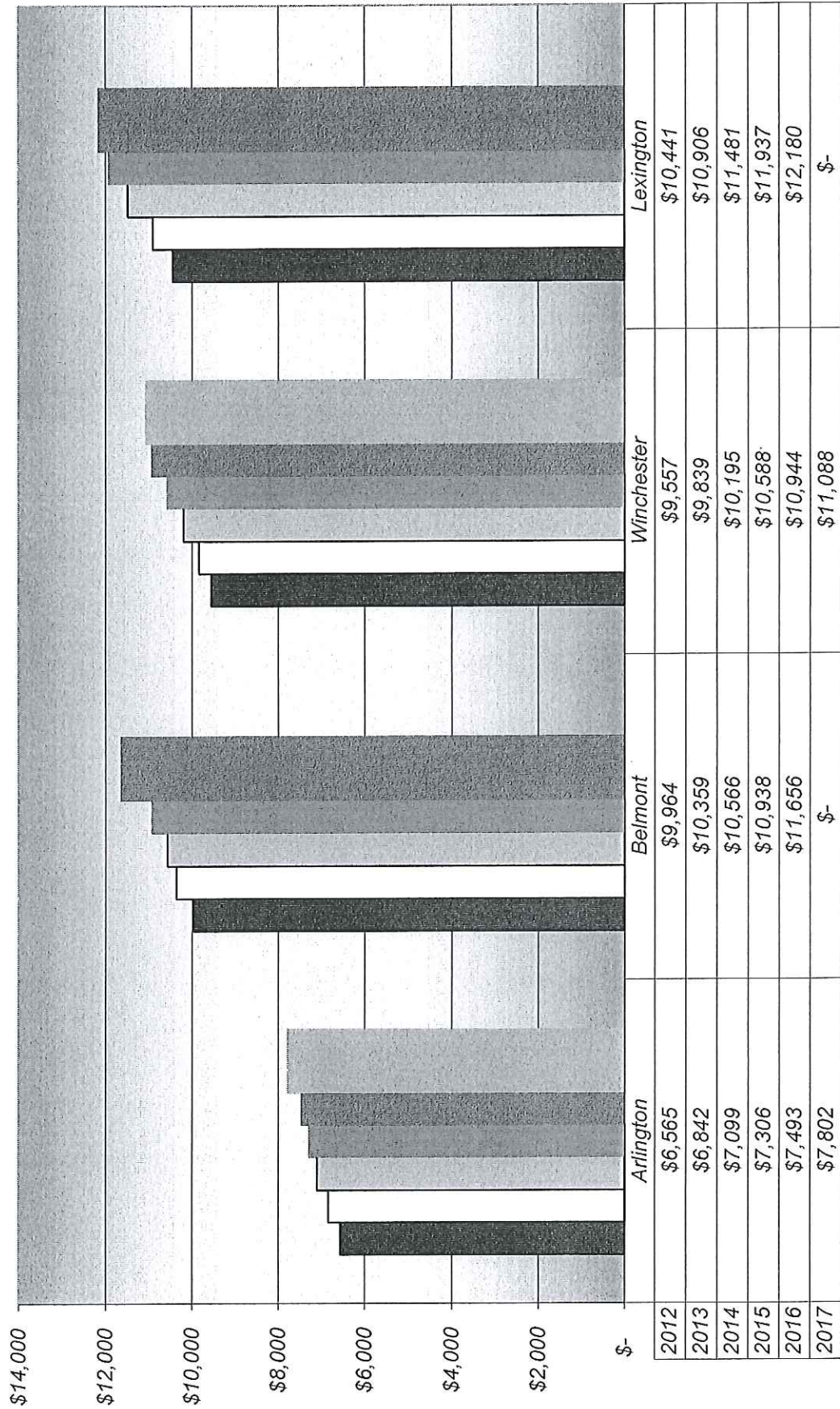
*Tax Rate =((Amount To Be Raised)/(Total Taxable Assessed Value))*1000

	2013	2014	2015	2016	2017
MAX LEVY PRIOR FY	\$88,442,215	\$91,310,473	\$94,987,188	\$98,617,161	\$102,420,256
2.50%	\$2,211,055	\$2,282,762	\$2,374,680	\$2,465,429	\$2,560,506
GROWTH	\$657,203	\$1,393,953	\$1,255,293	\$1,337,666	\$1,070,144
OVERRIDE	\$0	\$0	\$0	\$0	\$0
MAXIMUM LEVY	\$91,310,473	\$94,987,188	\$98,617,161	\$102,420,256	\$106,050,906
LEVY INC %	3.24%	4.03%	3.68%	3.71%	3.42%
LEVY INC \$	\$2,868,259	\$3,676,715	\$3,629,973	\$3,803,095	\$3,630,650
W/S DEBT SERVICE	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112	\$5,593,112
SCHOOL DEBT EXCLU	\$840,116	\$1,049,114	\$1,111,442	\$993,166	\$878,800
SYMMES DEBT EXCLU	\$278,540	\$150,000	\$0	\$0	\$0
MAX TO BE RAISED	\$98,022,241	\$101,779,414	\$105,321,715	\$109,006,534	\$112,522,818
ACTUAL RAISED	\$98,009,381	\$101,737,510	\$105,285,021	\$108,977,901	\$112,439,838
EXCESS LEVY	\$12,860	\$41,904	\$36,693	\$28,632	\$82,980
TOTAL TAXABLE ASSESSED VALUE	\$7,201,277,082	\$7,377,629,421	\$7,770,112,271	\$8,513,898,549	\$8,952,216,406
TOTAL AV % INCREASE	3.54%	2.45%	5.05%	8.74%	4.90%
TAX RATE	\$13.61	\$13.79	\$13.55	\$12.80	\$12.56
PENNY ON TAX RATE	\$72,013	\$73,776	\$77,701	\$85,139	\$89,522

AVE ASSED VAL SINGLE FAMILY	\$502,752	\$514,808	\$539,152	\$585,360	\$621,249
AVE TAXES SINGLE FAMILY	\$6,842	\$7,099	\$7,306	\$7,493	\$7,802

* ALL NUMBERS SUBJECT TO ROUNDING AND FINAL DOR CERTIFICATION

Average Taxes 2012-2017
Single Family Homes





Town of Arlington, Massachusetts

Arlington Commission on Arts and Culture

Summary:

Stephen Poltorzycki (term to expire 1/31/2020)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Poltorzycki_appt.pdf	Town Manager recommendation; S. Poltorzycki letter and resume; Meeting notice



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: December 2, 2016

TO: Board Members

SUBJECT: Appointment to the Commission on Arts and Culture

This memo is to request the Board's approval of my appointment of Stephen Poltorzycki, 7 Chapman Street, Arlington, MA 02476, to the Commission on Arts and Culture, with a term expiration date of 1/31/2020.


Town Manager

7 Chapman Street
Arlington, MA 02476
October 20, 2016

Mr. Adam Chapdelaine
Arlington Town Manager
730 Massachusetts Avenue
Arlington, MA 02476

Re: Arlington Commission on Arts & Culture

Dear Mr. Chapdelaine:

I would like to be considered for appointment to the Arlington Commission on Arts & Culture. I have lived in Arlington for 26 years. I love this community and would welcome the opportunity to apply some of the skills and experience I have gained in over three decades in the business world to help the ACAC better serve the community.

I have run an Arlington-based management and strategy consulting business for 16 years and was a member of senior management at Cambridge-based Arthur D. Little, an international management consulting firm, for 13 years before that. I am expert in strategic planning, fiscal budgeting and planning, and operations. I am also a lawyer, experienced in business law and litigation.

I have a deep love for the arts, and am an artist, principally involved in photography, exhibiting in various shows locally and winning an occasional award or two. I also engage in drawing, painting, printmaking, woodworking, creative writing, and music composition.

I have an interest and desire to serve the community and have been involved in the Arlington Friends of the Drama, the Arlington Center for the Arts, and the Friends of the Robbins Library, as well as in informal neighborhood efforts, such as Spy Pond cleanups and the like.

I would very much welcome an opportunity to meet with you to discuss whether I might be a good fit for this role. I look forward to hearing from you.

Very truly yours,

Stephen Poltorzycki

Stephen Poltorzycki
7 Chapman Street, Arlington, MA 02476

**Summary of
Qualifications**

- Over 30 years business leadership experience, skilled in financial management, marketing, and strategic planning
- Attorney, experienced in contract, real estate, and litigation matters
- Accomplished artist (photography), exhibitor in group shows
- Arlington resident for 26 years, involved in community organizations (Arlington Friends of the Drama, Arlington Center for the Arts, Friends of the Robbins Library)

Experience

Century 21 Commonwealth, Lexington, MA
Real Estate Professional (2016 – Present)

The Boston Environmental Group, Inc., Arlington, MA
President (1999 – Present)

- Founder and leader for 16 years an Arlington-based management and strategy consulting firm, working with clients to develop strategies and approaches to deal with climate change and sustainability.

Arthur D. Little, Inc., Cambridge, MA

Vice President and Managing Director (1994 – 1999)

Director (1989 – 1994)

Senior Consultant (1987 – 1989)

- Responsible for operations management of a 15-staff member consulting business within a major international consulting firm, managing all aspects of strategic planning, budgeting and forecasting, fiscal analysis, marketing, sales, staff development, and services delivery.

Union Carbide Corporation, Danbury, CT

Counsel (1984 – 1987)

Kelley Drye & Warren, New York, NY

Attorney (1979 – 1984)

Education

Benjamin N. Cardozo School of Law – Yeshiva University, New York, NY

J.D., Cum Laude

Notes & Comments Editor, Cardozo Law Review

Wesleyan University, Middletown, CT

B.A., with High Honors (English)

Personal

Community Involvement

- Arlington Friends of the Drama
- Arlington Center for the Arts
- Friends of the Robbins Library

Interests

- Photography (exhibited in a number of group shows, winning some awards), drawing, painting, printmaking, woodworking, music composition, creative writing
- Member or subscriber to MFA, Griffin Museum, Danforth Museum, BSO, Boston Celebrity Series

OFFICE OF THE BOARD OF SELECTMEN

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JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 22, 2016

Stephen Poltorzycki
7 Chapman Street
Arlington, MA 02476

Re: Appointment: Arlington Commission on Arts and Culture

Dear Mr. Poltorzycki:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, December 12th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Arlington Cultural Council

Summary:

Kimberley Harding (term to expire 12/31/2019)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Harding_appt.pdf	ACC recommendation, K. Harding letter and resume, Meeting notice

From: Arlington Cultural Council <arlingtonculturalcouncil@gmail.com>
To: Fran Reidy <FReidy@town.arlington.ma.us>
Date: 11/23/2016 02:43 PM
Subject: New ACC member approved last night: Kimberley Harding

Dear Fran,

At last night's ACC special meeting, Kimberly Harding was approved for membership on the ACC. We told her she would be hearing from the Board of Selectmen when the next meeting is (November 28?), so that she can appear to be appointed. She should then be sworn in by going to the Clerk's office.

Kimberley Harding

Her resume and letter of interest are attached. Please add her to the November 28 docket and confirm the date.

Many thanks and a restful Thanksgiving,
Lisbet

Lisbet Taylor, Chair
Arlington Cultural Council

ArlingtonCulturalCouncil@gmail.com

[ACC Facebook](#)
[Town of Arlington/ACC](#)
[ACC on MCC website](#)

Attachments:

File: KimberleyHarding resume.pdf	Size: 13k	Content Type: application/pdf
File: ACC letter of interest_Harding_10.19.16.pdf	Size: 70k	Content Type: application/pdf

Kimberley A. Harding

56 Florence Avenue Arlington, MA 02476

Arlington Cultural Council
Selectmen's Office, Town Hall
730 Massachusetts Avenue
Arlington, MA 02476-4908

October 19, 2016

Dear Members of the Arlington Cultural Council,

I enjoyed becoming acquainted with you at the council's monthly meeting on Monday. The council's work of selecting and supporting community members and organizations engaged in the arts, humanities and sciences appeals to me as an educator and artist. I would welcome the opportunity to participate as member of the council. I feel I have many skills which would be useful in this position, particularly organization and team leadership, which I have most recently used as Service Unit Coordinator for Arlington Girl Scouts. This position is similar to committee chair position of the ACC, and involved chairing monthly meetings in which the ten member team coordinated town-wide activities for the 35 to 40 Girl Scout troops in Arlington. I have provided the details of my other experience in the attached résumé.

I hope you will look favorably upon my application as a council member of the Arlington Cultural Council.

Sincerely,



Kimberley A. Harding

Kimberley Harding

Fiber Artist/Educator/Volunteer

Experience

Artisan at 'Self-Employed'

October 2015 - Present (1 year 1 month)

Currently I am focusing on contemporary basketry using painted paper to weave cathead and bias-plaited vessels. I am exploring unconventional basketry materials such as vinyl, plastic, laminated paper and cloth.

Education

Boston University School of Education

Master's Degree, Special Education and Teaching, 1991 - 1992

Boston University School of Education

Bachelor's Degree, Special Education and Teaching, 1983 - 1985

Tufts University

French and Anthropology, 1980 - 1982

Volunteer Experience

Teacher at Homeschooling Together and A-OK Homelearners

September 2003 - June 2013

I developed and taught the following courses for 6 to 9 homeschooled students ranging in age from 5 to 16

- * Explorers of Space and Time (history and geography for elementary students)
- * Puppetry (elementary)
- * Early American and World History: 1450 to 1865 (middle and high school)
- * Physical Science (middle School)
- * Co-taught Biology (high school)

Area Conference Supervisor at La Leche League of MA/RI/VT

May 2004 - July 2005

Coordinated and oversaw organizing committee of 20 volunteers to produce annual two-day breastfeeding conference at the Radisson in Chelmsford, MA.

Troop Volunteer at Arlington Girl Scouts

February 2004 - Present

I support and mentor a group of girls in a troop setting that incorporates the Girl Scout Leadership Experience; participate in Service Unit meetings and activities; work cooperatively with other troop volunteers and the girl family and friend network.

I have been a volunteer with two troops. The first was from 2004-2012 and included between 7 & 10 homeschooled girls. These girls started out ages 8 to 12. In 2014 I started a new troop with two other volunteers with 11 kindergarten girls. This troop still continues.

Encampment Director at Arlington Girl Scouts

June 2007 - June 2015

Coordinated and oversaw encampment committee of adult and girl volunteers organizing three separate town-wide weekend camping events. Events ranged in attendance from 52-172 girls and 22 to 53 adults. Coordinated registration, transportation, recruitment of activity facilitators and safety protocols.

Media Manager at Arlington Girl Scouts

September 2007 - June 2011

Promoted and increased awareness of the benefits of Girl Scouting and the activities of Girl Scouts in the Arlington, MA. Collaborated with the Girl Scouts of Eastern Massachusetts (GSEM) Media & Public Relations Manager to maximize visibility for Girl Scouts in the media.

Conference Speaker at La Leche League of MA/RI/VT

Gave presentations at several Area Conferences

- * Beyond LLL – panel on activities beyond basic leader duties
- * Series Meetings Ideas
- * Helping Families with Two Mothers
- * Volunteer Adventures for Teens
- * What Every Dad Needs to Know About Breastfeeding

Trainer at Girl Scouts of Eastern Massachusetts

July 2013 - Present

Train new troop volunteers in basic responsibilities of their new position.

Youth Program Volunteer at Arlington Community Media, Inc

March 2007 - June 2013

Coordinated several youth programs at our local community access cable station.

2007-08: Ran a group for homeschooled students ages 12-14 who created stop-motion animation videos

2008-09: Parent coordinator for Arlington Middle-school Producers, which produced a news program

2009-12: Coordinated a group of homeschooled students ages 11-14 who created improv comedy videos

2010-2013: Coordinated a group of high school students who created a science program aimed at middle schoolers

Archery Facilitator at Girl Scouts of Eastern Massachusetts

October 2009 - October 2013

Taught groups of Girl Scouts fundamentals of archery

Service Unit Coordinator at Arlington Girl Scouts

June 2011 - August 2015

Facilitated and oversaw the work of the Service Unit Team in partnership with Girl Scouts of Eastern Massachusetts (GSEM) staff. Assisted volunteers in developing and retaining Girl Scouting within the Arlington Service Unit. Coordinated town-wide Girl Scout activities.

District Advisor at La Leche League of MA/RI/VT

November 2001 - November 2003

Provided support and guidance to about 20 breastfeeding counselor volunteers. Organized two training workshops to keep skills fresh.

Event Organizer at Arlington Girl Scouts

May 2006 - Present

I have organized several town-wide badge workshops for girls:

- * Brownie Girl Scouts (2-3rd grade)
 - * Let's Pretend
 - * Painting
 - * Outdoor Adventurer
- * Cadettes (6-8th grade): From A to V: Audiovisual Production

In addition I was on the planning committee for our annual town-wide, all-level Girl Scout Sunday event, with typical attendance of 75-200 girls.

Ads and Exhibits Coordinator at La Leche League of MA/RI/VT

September 2007 - May 2009

Recruited advertisers and exhibitors for annual two-day breastfeeding conference

Skills & Expertise

Event Planning

Organization Skills

Non-profit Volunteering

Communication

Creativity Skills

Fiber Arts

Teaching

Team Leadership

Organizations

Surface Design Association

Kimberley Harding

Fiber Artist/Educator/Volunteer



Contact Kimberley on LinkedIn

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730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 28, 2016

Kimberley Harding
56 Florence Avenue
Arlington, MA 02476

Re: Appointment: Arlington Cultural Council

Dear Ms. Harding:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, December 12th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Disability Commission

Summary:

Karen Mathiasen (term to expire 1/31/2020)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Mathiasen_appt.pdf	Town Manager recommendation, K. Mathiasen resume, Meeting notice



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: December 2, 2016
TO: Board Members
SUBJECT: Appointment to the Disability Commission

This memo is to request the Board's approval of my appointment of Karen Mathiasen, 20 Hamilton Road, Arlington, MA 02474, to the Disability Commission, with a term expiration date of 1/31/2020.


Town Manager

11/15 @ 1:15

Karen Mathiasen, Esquire
20 Hamilton Road
Arlington, Massachusetts 02474

Experience Attorney-at-Law. Admitted to practice in the Commonwealth of Massachusetts (1981) and before the United States Supreme Court (1985). As a practicing attorney for 23 years, counseled high-technology clients on intellectual property and business law matters.

Post-Retirement Activities. Intensified my work for several charitable organizations, including board memberships and other major leadership roles such as described below.

Education Boston University School of Law, Juris Doctor, 1981

Massachusetts Institute of Technology, Sloan School of Management, Master of Science in Management, with emphasis on the management of not-for-profit organizations, 1971

Connecticut College, Bachelor of Arts, European History, 1964

**Community
Activities**

Arlington-Nagaokakyo Sister City Program. Active in the Sister City Program for nearly 30 years. Over the years, made several visits to Nagaokakyo and hosted several Japanese visitors in our home. In 2004 served as Head of Delegation for Arlington's official visit to our Sister City.

Spy Pond Condominiums. Active member for 30 years including a term as a condo trustee.

Member of: Friends of Spy Pond Park, Arlington Historical Society, and Arlington Land Trust.

**Other
Activities**

Star Island Corporation. Clerk of the Corporation and member of the Board (2006-2015) for a 100-year old organization that owns and operates a retreat and conference center on Star Island in the Isles of Shoals off the coast of New Hampshire. Currently serving as a member of the Conference Services Committee with a particular interest in issues of accessibility.

Christ Church Cambridge. Senior lay official for many years. Currently a member of the (lay) Pastoral Care Committee, bringing food and fellowship, to parishioners who are ill or grieving or otherwise in need.

Other Travel on all seven continents

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730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 22, 2016

Karen Mathiasen
20 Hamilton Road
Arlington, MA 02474

Re: Appointment: Disability Commission

Dear Ms. Mathiasen:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, December 12th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Transportation Advisory Committee (to fill an unexpired term)

Summary:

Victor Rivas (term to expire 12/31/2017)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Rivas_appt.pdf	TAC recommendation, Meeting notice



TRANSPORTATION ADVISORY COMMITTEE

Arlington Planning Department, 730 Mass Ave,
Arlington MA, c/o Laura Wiener

To: Board of Selectmen, Arlington, MA

From: Transportation Advisory Committee (TAC)

Subject: Appointment of New Member

Date: November 21, 2015

This is to request the Board of Selectmen approve Victor Rivas to full membership on the Arlington Transportation Advisory Committee. Victor has been an associate member of the TAC since April 2014 and has lived in Arlington since August 2013. He is currently Deputy Director of Capital Programs Reporting, Metrics and Strategic Initiatives at the MBTA and is a member of the recently created Capital Programs Oversight Unit.

He will fill an at-large seat left vacant by the recent resignation of Jeanette Rebecchi who moved out of Arlington. Thank you for your consideration of this nomination.

Respectfully submitted,

Howard Muisse – TAC Chair

Transportation Advisory Committee Members:

Wayne Chouinard, Seth Federspiel, John Hurd, Melissa Laube, Jeff Maxtutis, Marjorie Moores, Howard Muisse, Officer Corey Rateau, Jeanette Rebecchi, Scott Smith, and Laura Wiener

Web site: www.arlingtonma.gov/tac

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TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 22, 2016

Victor Rivas
46 Hibbert Street
Arlington, MA 02476

Re: Appointment: Transportation Advisory Committee

Dear Mr. Rivas:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, December 12th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Wine & Malt License

Summary:

Carbini Co., LLC d/b/a Nina Trattoria & Pizzeria, 1510 Massachusetts Avenue
Angelo Carbini

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Ref_Mat_12.12.16_Nina_B_W.pdf	application packet

LICENSE APPLICATION REPORT

Type of License: Wine & Malt License

Name of Applicant: Angelo A. Carbini
Carbini CO. LLC d/b/a Nina Trattoria & Pizzeria

Address: 1510 Massachusetts Avenue

The following Departments have **no objections** and approved the Common Victualler in their reports for the 7/18/16 Meeting.

- Police x
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

APPLICATION FOR A RETAIL ALCOHOLIC BEVERAGES LICENSE

Please complete this entire application, leaving no fields blank. If field does not apply to your situation, please write N/A.

1. NAME OF PROPOSED LICENSEE (Business Contact)

Carbini CO. LLC

This is the corporation or LLC which will hold the license, **not** the individual submitting this application. If you are applying for this license as a sole proprietor, not an LLC, corporation or other legal entity, you may enter your personal name here.

2. RETAIL APPLICATION INFORMATION

There are two ways to obtain an alcoholic beverages license in the Commonwealth of Massachusetts, either by obtaining an existing license through a transfer or by applying for a new license.

Are you applying for a new license ☒ New ☐ Transfer
or the transfer of an existing license?

If transferring, please indicate the
current ABCC license number you
are seeking to obtain:

If applying for a new license, are you applying for this license
pursuant to special legislation?

☒ Yes ☐ No

Chapter

276

Acts of

1993

If transferring, by what method
is the license being transferred?

3. LICENSE INFORMATION / QUOTA CHECK

On/Off-Premises

City/Town

Arlington

On-Premises

TYPE

\$12 Restaurant

CATEGORY

Wines and Malt Beverages

CLASS

Annual

4. APPLICATION CONTACT

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name: Angelo

Middle: A

Last Name: Carbini

Title: Owner

Primary Phone: 617 230-1347

Email: angelocarbini@gmail.com

5. OWNERSHIP Please list all individuals or entities with a direct or indirect, beneficial or financial interest in this license.

An individual or entity has a direct beneficial interest in a license when the individual or entity owns or controls any part of the license. For example, if John Smith owns Smith LLC, a licensee, John Smith has a direct beneficial interest in the license.

An individual or entity has an indirect beneficial interest if the individual or entity has 1) any ownership interest in the license through an intermediary, no matter how removed from direct ownership, 2) any form of control over part of a license no matter how attenuated, or 3) otherwise benefits in any way from the licensee's operation. For Example, Jane Doe owns Doe Holding Company Inc., which is a shareholder of Doe LLC, the license holder. Jane Doe has an indirect interest in the license.

A. All individuals listed below are required to complete a Beneficial Interest Contact - Individual form.

B. All entities listed below are required to complete a Beneficial Interest Contact - Organization form.

C. Any individual with any ownership in this license and/or the proposed manager of record must complete a CORI Release Form.

Name	Title / Position	% Owned	Other Beneficial Interest
Angelo A. Carbini	LLC Manager	100 %	N/A

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

5. OWNERSHIP (continued)

Name	Title / Position	% Owned	Other Beneficial Interest
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

6. PREMISES INFORMATION

Please enter the address where the alcoholic beverages are sold.

Premises Address

Street Number: Street Name: Unit:

City/Town: State: Zip Code:

Country:

Description of Premises

Please provide a complete description of the premises, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage.

Floor Number	Square Footage	Number of Rooms
1	1050	3

Patio/Deck/Outdoor Area Total Square Footage

Indoor Area Total Square Footage

Number of Entrances

Number of Exits

Proposed Seating Capacity

Proposed Occupancy

Occupancy of Premises

Please complete all fields in this section. Documentation showing proof of legal occupancy of the premises is required.

Please indicate by what right the applicant has to occupy the premises

Landlord Name

Landlord Phone

Lease Beginning Term

Lease Ending Term

Rent per Month

Rent per Year

Landlord Address

If leasing or renting the premises, a signed copy of the lease is required.

If the lease is contingent on the approval of this license, and a signed lease is not available, a copy of the unsigned lease and a letter of intent to lease, signed by the applicant and the landlord, is required.

Please indicate if the terms of the lease include payments based on the sale of alcohol: ☒ Yes ☐ No

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

7. BUSINESS CONTACT

The Business Contact is the proposed licensee. If you are applying as a Sole Proprietor (the license will be held by an individual, not a business), you should use your own name as the entity name.

* Please see last page of application for required documents based on Legal Structure *

Entity Name:	Carbini Co. LLC	FEIN:	[REDACTED]
DBA:	Nina Trattoria & Pizzeria	Fax Number:	N/A
Primary Phone:	617 230 1347	Email:	angelocarbini@gmail.com
Alternative Phone:	N/A	Legal Structure of Entity	LLC

Business Address (Corporate Headquarters) ☒ Check here if your Business Address is the same as your Premises Address

Street Number:	1510	Street Name:	Massachusetts Avenue
City/Town:	Arlington	State:	MA
Zip Code:	02476	Country:	USA

Mailing Address ☐ Check here if your Mailing Address is the same as your Premises Address

Street Number:	5	Street Name:	River Street
City/Town:	Arlington	State:	MA
Zip Code:	02474	Country:	USA

Is the Entity a Massachusetts Corporation?	<input checked="" type="radio"/> Yes <input type="radio"/> No	If no, is the Entity registered to do business in Massachusetts?	<input checked="" type="radio"/> Yes <input type="radio"/> No
		If no, state of incorporation	Massachusetts

Other Beneficial Interest

Does the proposed licensee have a beneficial interest in any other Massachusetts Alcoholic Beverages Licenses? ☐ Yes ☒ No *If yes, please complete the following table.*

Name of License	Type of License	License Number	Premises Address
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

Prior Disciplinary Action:

Has any alcoholic beverages license owned by the proposed licensee ever been disciplined for an alcohol related violation?

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

8. MANAGER CONTACT

The Manager Contact is required and is the individual who will have day-to-day, operational control over the liquor license.

Salutation First Name Middle Name Last Name Suffix

Social Security Number

Date of Birth

Primary Phone:

Email:

Mobile Phone:

Place of Employment

Alternative Phone:

Fax Number

Citizenship / Residency / Background Information of Proposed Manager

Are you a U.S. Citizen? ☒ Yes ☐ No

Do you have direct, indirect, or financial interest in this license? ☒ Yes ☐ No

Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No

If yes, attach an affidavit that lists your convictions with an explanation for each

If yes, percentage of interest

If yes, please indicate type of Interest (check all that apply):

Have you ever been Manager of Record of a license to sell alcoholic beverages? ☐ Yes ☒ No

If yes, please list the licenses for which you are the current or proposed manager:

N/A

- | | |
|---|---|
| <input type="checkbox"/> Officer | <input type="checkbox"/> Sole Proprietor |
| <input type="checkbox"/> Stockholder | <input checked="" type="checkbox"/> LLC Manager |
| <input type="checkbox"/> LLC Member | <input type="checkbox"/> Director |
| <input type="checkbox"/> Partner | <input type="checkbox"/> Landlord |
| <input type="checkbox"/> Contractual | <input type="checkbox"/> Revenue Sharing |
| <input type="checkbox"/> Management Agreement | <input type="checkbox"/> Other |

Please indicate how many hours per week you intend to be on the licensed premises

Employment Information of Proposed Manager

Please provide your employment history for the *past 10 years*

Date(s)	Position	Employer	Address	Phone
06/20/05 to 11/31/16	Waiter	Florentine Cafe Inc	333 Hanover Street Boston, MA 02113	617 227 1777
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

Prior Disciplinary Action of Proposed Manager

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following:

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

APPLICATION FOR A NEW RETAIL ALCOHOLIC BEVERAGES LICENSE

9. FINANCIAL INFORMATION

Please provide information about associated costs of this license.

Associated Costs

A. Purchase Price for Building/Land	N/A
B. Purchase Price for any Business Assets	4,000.00
C. Costs of Renovations/Construction	400.00
D. Purchase Price of Inventory	6,400.00
E. Initial Start-Up Costs	N/A
F. Other (Please specify)	2,000.00
G. Total Cost (Add lines A-F)	12,800.00

Please note, the total amount of Cash Investment (top right table) plus the total amount of Financing (bottom right table) must be equal to or greater than the Total Cost (line G above).

Please provide information about the sources of cash and/or financing for this transaction

Source of Cash Investment

Name of Contributor	Amount of Contribution
Carbini Co LLC	12,800.00
N/A	N/A
N/A	N/A
N/A	N/A
Total:	12,800.00

Source of Financing

Name of Lender	Amount	Does the lender hold an interest in any MA alcoholic beverages licenses?	If yes, please provide ABCC license number of lender
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
Total:			N/A

10. PLEDGE INFORMATION

Are you seeking approval for a pledge? ☒ Yes ☐ No

Please indicate what you are seeking to pledge (check all that apply)

☒ License ☐ Stock / Beneficial Interest ☐ Inventory

To whom is the pledge is being made: Carbini Co LLC

Does the lender have a beneficial interest in this license?

☐ Yes ☒ No

Does the lease require a pledge of this license?

☐ Yes ☒ No

APPLICANT'S STATEMENT

I, Angelo A Carbini the: ☐ sole proprietor; ☐ partner; ☐ corporate principal; ☒ LLC/LLP member
Authorized Signatory

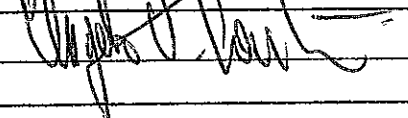
of Carbini Co. LLC, hereby submit this application for BEER and WINE
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature:


Manager

Date:

11/17/2016

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (Formerly known as a Personal Information Form)

Please complete a Beneficial Interest - Individual sheet for all individual(s) who have a direct or indirect beneficial interest, with or without ownership, in this license. This includes people with a financial interest and people without financial interest (i.e. board of directors for not-for-profit clubs). All individuals with direct or indirect financial interest must also submit a CORI Authorization Form.

An individual with direct beneficial interest is defined as someone who has interest directly in the proposed licensee. For example, if ABC Inc is the proposed licensee, all individuals with interest in ABC Inc are considered to have direct beneficial interest in ABC Inc (the proposed licensee).

An individual with indirect beneficial interest is defined as someone who has ownership in a parent level company of the proposed licensee. For example, if ABC Inc is the proposed licensee and is 100% owned by XYZ Inc, all individuals with interest in XYZ Inc are considered to have an indirect beneficial interest in ABC Inc (the proposed licensee).

Salutation	N/A	First Name	Angelo	Middle Name	Angelo	Last Name	Carbini	Suffix	N/A
Title:	Owner		Social Security Number	[REDACTED]		Date of Birth	[REDACTED]		
Primary Phone:	N/A		Email:	anelocarbini@gmail.com					
Mobile Phone:	617 230 1347		Fax Number	N/A					
Alternative Phone:	N/A								

Business Address

Street Number:	1510	Street Name:	Massachusetts Avenue		
City/Town:	Arlington	State:	MA		
Zip Code:	02476	Country:	USA		

Mailing Address

☐ Check here if your Mailing Address is the same as your Business Address

Street Number:	5	Street Name:	River Street		
City/Town:	Arlington	State:	MA		
Zip Code:	02474	Country:	USA		

Types of Interest (select all that apply)

<input type="checkbox"/> Contractual	<input type="checkbox"/> Director	<input type="checkbox"/> Landlord	<input checked="" type="checkbox"/> LLC Manager
<input type="checkbox"/> LLC Member	<input type="checkbox"/> Management Agreement	<input type="checkbox"/> Officer	
<input type="checkbox"/> Partner	<input type="checkbox"/> Revenue Sharing	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Stockholder
			<input type="checkbox"/> Other

Citizenship / Residency Information

Are you a U.S. Citizen? ☒ Yes ☐ No Are you a Massachusetts Resident? ☒ Yes ☐ No

Criminal History

Have you ever been convicted of a state, federal, or military crime? ☐ Yes ☒ No If yes, please provide an affidavit explaining the charges.

ALCOHOLIC BEVERAGES CONTROL COMMISSION

BENEFICIAL INTEREST CONTACT - Individual (continued)

Ownership / Interest

Using the definition above, do you hold a direct ☒ Direct ☐ Indirect or indirect interest in the proposed licensee?

If you hold a direct beneficial interest in the proposed licensee, please list the % of interest you hold.

100%

If you hold an indirect beneficial interest in this license, please complete the Ownership / Interest Table below.

Ownership / Interest

If you hold an indirect interest in the proposed licensee, please list the organization(s) you hold a direct interest in which, in turn, hold a direct or indirect interest in the proposed licensee. These generally include parent companies, holding companies, trusts, etc. A Beneficial Interest - Organization Form will need to be completed for each entity listed below.

Name of Beneficial Interest - Organization	FEIN
Carbini Co. LLC	
N/A	N/A
N/A	N/A

Other Beneficial Interest

List any indirect or indirect beneficial or financial interest you have in any other Massachusetts Alcoholic Beverages License(s).

Name of License	Type of License	License Number	Premises Address
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

Familial Beneficial Interest

Does any member of your immediate family have ownership interest in any other Massachusetts Alcoholic Beverages Licenses? Immediate family includes parents, siblings, spouse and spouse's parents. Please list below.

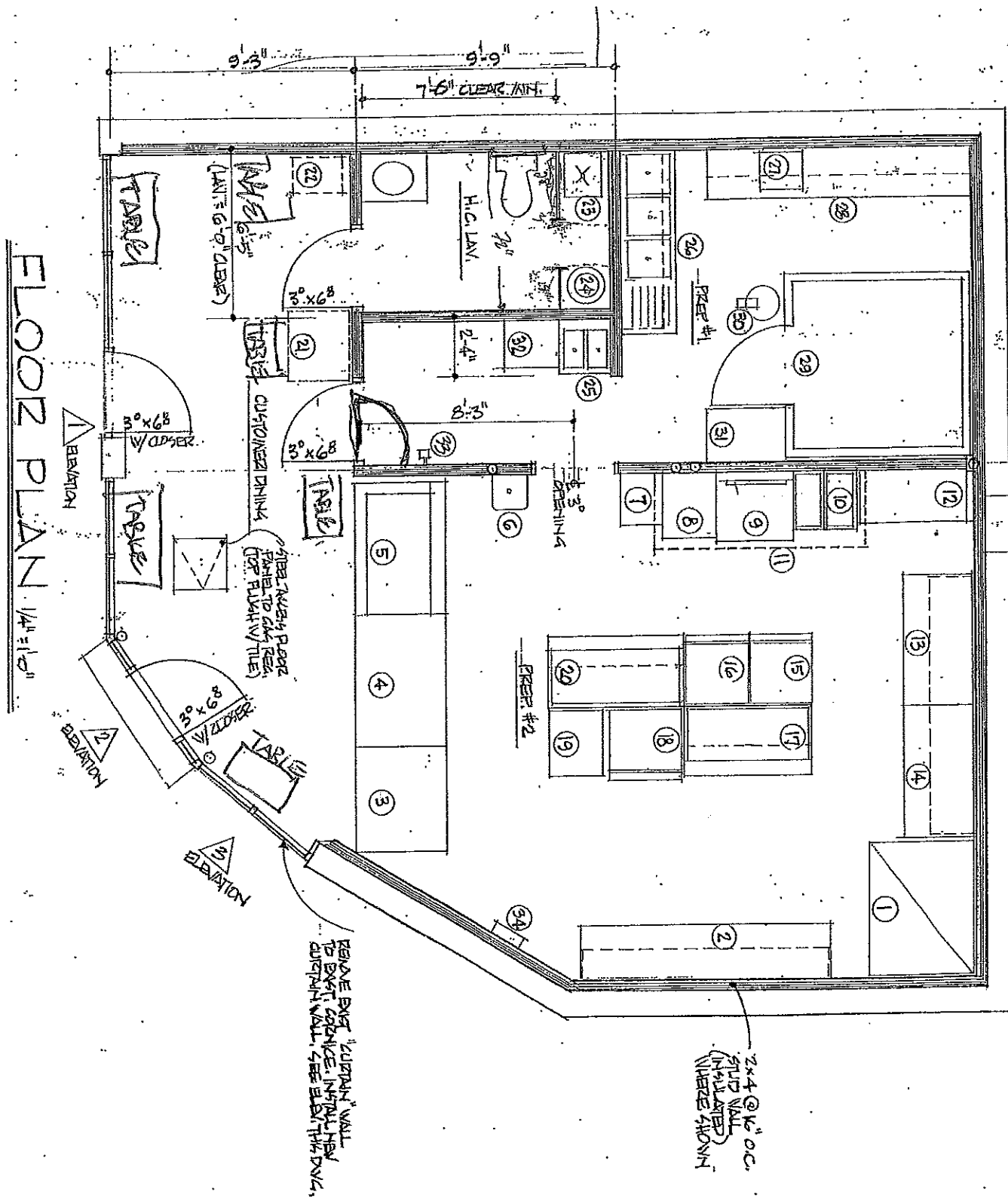
Relationship to You	ABCC License Number	Type of Interest (choose primary function)	Percentage of Interest
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

Prior Disciplinary Action

Have you ever been involved directly or indirectly in an alcoholic beverages license that was subject to disciplinary action? If yes, please complete the following:

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

33. GAS METER
34. ELECTRIC METER





Town of Arlington, Massachusetts

Request: Common Victualler

Summary:

Caffe Nero Americas d/b/a Caffe Nero, 311-321 Broadway
Michael Ford-Deegan, Owner

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Ref_Mat_12.12.16_Caffe_Nero.pdf	application & inspection packet

LICENSE APPLICATION REPORT

Type of License: Common Victualler License

Name of Applicant: Michael Ford-Deegan d/b/a Caffe Nero

Address: 311-321 Broadway

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health x
- Building
- Planning

PLEASE NOTE:

Caffe Nero has been granted a Special Permit (with criteria and conditions to be met) by the ARB, Docket # 3517 on October 17, 2016.

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

November 22, 2016

On Tuesday, November 22, 2016 at 12:00 PM, I called and spoke with Michael Ford-Deegan regarding this application for a Common Victualler License for the Caffè Nero Americas, located at 311-321 Mass. Ave. Mr. Deegan stated that he hopes to open over the next 4 months depending on permits and renovations. Mr. Deegan stated that they will not be serving alcohol at this time but will have outside seating. Mr. Deegan stated that he will be hiring a store manager as well as 9 other employees to run the day to day operations.

I advised Mr. Deegan that the Board of Selectmen may be conducting C.O.R.I and S.O.R.I checks during the application process.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Common Victualler License for the Caffè Nero Americas.

Respectfully Submitted,

Detective Edward DeFrancisco

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: _____

Date: 12/6/2016



Arlington Fire Department Town of Arlington

Administrative Office
411 Massachusetts Ave, Arlington, MA 02474
Phone: (781) 316-3803 Fax: (781) 316-3808
Email: jkelly@town.arlington.ma.us

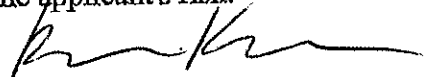
John R Kelly
Deputy Fire Chief

Checklist for food sales ownership conversion.

- All exit signs and emergency lights must be tested and in good working order
- FACP must have annual test paperwork on hand and be free of trouble and alarm signals
- Sprinkler system (if present) shall have current inspection tag
- All extinguishers must be hung with signs and a current inspection tag
- "K" extinguisher mounted and tagged in the kitchen area if using fat to cook
- All exits and exit paths must be in proper working order and free from storage
- No storage of excess combustibles allowed inside building or near exit ways
- Hoods must have current inspection/cleaning sticker attached
- Kitchen extinguishing systems must have current inspection tags
- Address must be clearly visible from the street
- Electrical panels must be accessible from floor to ceiling for the entire width
- Call for inspection after all has been completed 781-316-3803

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: 

Date: 12/10/2016



Town of Arlington
Department of Health and Human Services
Office of the Board of Health
27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

MEMO

To: Board of Selectmen
From: Natasha Waden, Health Compliance Officer
Date: December 6, 2016
RE: Board of Health Comments for Selectmen's Meeting on Monday December 12, 2016


Please accept the following as comments from the Office of the Board of Health:

Caffe Nero - 311-321 Broadway
Common Vitiular License

- The applicant has not submitted a plan review application or the necessary documents for review to the Office of the Board of Health.
- A Food Permit will not be issued until a completed plan review application with all documents have been submitted, plans have been approved, and a final inspection of the Establishment has been conducted by this Office.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: 

Date: 12/6/16

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, Wednesday, December 7, 2016
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 311-321 Broadway
Applicant's Name: Caffe Nero Americas, Inc.
D/B/A: Caffe Nero
Telephone: 617 245-8902 (Michael Ford-Deegan)
Department: Sent Interoffice Mail & E-mail Date: 11/14/2016

MEETING DATE: DECEMBER 12, 2016

Departments:

RE: COMMON VICTUALLER

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Building

All building changes need building permits.

All sign changes need approval and sign permit.

The Director of Inspectional Services has no objection to the issuance of this license pending compliance with Zoning and Building Code Regulations.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: 

Date: 12/4/16

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by December 7, 2016
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 311-334 Broadway
Applicant's Name: Mr. Michael Ford Deegan
D/B/A: Caffè Nero
Telephone: 617-254-8902
Department: Sent Interoffice Mail & E-mail
Date: November 16, 2016

Meeting Date: December 12, 2016

Re: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building
Planning

Comments by Allison Carter, Economic Development Coordinator, Department of Planning and Community Development:

The proposed business is at the former location of the CVS Pharmacy located at 311-334 Broadway on 0.385 acres. It is located in a B3 Zoning District, which is a village business district. This is an appropriate use for this location. The Arlington Redevelopment Board recently issued a Special Permit for this use at this location and is very supportive of the business moving forward.

The Department has no objection to the issuance of a Common Victualler License to Mr. Michael Ford Deegan d/b/a Caffè Nero at 321 Broadway.

Any changes in signage, including signs in the window, and changes to the façade of the building may be subject to review by this Department. The Applicant is reminded that all signs, including re-lettering of the existing signs require a permit issued by the Building Department. Other provisions of the Zoning Bylaw may apply as determined by the Building Inspector.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: _____

Date: 12/16/16

OFFICE OF THE BOARD OF SELECTMEN
730 Massachusetts Avenue
Town of Arlington
Massachusetts 02476-4908

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02476

2016 NOV 10 PM 1:37

(781) 316-3020
(781) 316-3029 fax

\$60.00 Filing Fee

APPLICATION

☒ COMMON VICTUALLER LICENSE

☐ FOOD VENDOR LICENSE (Take Out Only)

You must complete an application packet from the Board of Health Department located at 27 Maple St.

You must have the completed application reviewed by the Inspections Department located at 51 Grove St. before filing this application with this office

Location 311-321 BROADWAY, ARLINGTON, MA 02474
Name of Applicant CAFFE NERO AMERICAS, INC
Corporate Name (if applicable) CAFFE NERO
D/B/A same
Date 09 NOV 2016

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name Michael J. Deegan (MICHAEL FORD-DEEGAN)

Signature Name

Phone: 617 245-8902 Email: MICHAELD@CAFFENERO.COM

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name <u>MICHAEL FORD DEEBAN</u>	Name _____
Address <u>320 CONGRESS ST</u>	Address <u>4TH FL</u>
City <u>BOSTON</u> Zip <u>02210</u>	City _____ Zip _____
DESCRIPTION OF APPLICANT	
Born in the U.S., Yes <u>X</u> No _____	Born in the U.S., Yes _____ No _____
Born Where <u>SAN JOSE, CA</u>	Born Where _____
Date of Naturalization _____	Date of Naturalization _____
Male or Female <u>MALE</u>	Male or Female _____
Date of birth <u>[REDACTED]</u>	Date of birth _____
Height <u>6</u> ft. <u>—</u> in.	Height _____ ft. _____ in.
Weight <u>180</u>	Weight _____
Complexion <u>FAIR</u>	Complexion _____
Hair <u>BRN</u> Eyes <u>BREEN</u>	Hair _____ Eyes _____
Mother's Name <u>DEEBAN</u>	Mother's Name _____
Father's Name <u>FORD</u>	Father's Name _____
Wife's Maiden Name <u>N/A</u>	Wife's Maiden Name _____
Photo <u>1 inch by 1 inch</u>	

=====

The Establishment shall operate as:

☐ Sole Ownership ☐ Partnership ☐ Total Number of Partners ☒ Corporation Based in DELAWARE
(Once approved, please go to Clerk's Office for Business Certificate)

Corporate Information Required:

President	<u>MICHAEL FORD DEEBAN</u>	<u>320 CONGRESS ST, BOSTON</u>
Secretary	<u>same</u>	
Treasurer	<u>same</u>	
	Name	Address Zip

INFORMATION RELATIVE TO APPLICATION

Breakfast MENU ATTACHED

Yes ☒ No ☐

Lunch

Yes ☒ No ☐

Dinner

Yes ☒ No ☐

Do you own the property? Yes ☐ No ☒ Tenant At Will ☒ Lease 10+ years

Hours of Operation:

Day 7 DAYS WK Hours 6am - 9pm

Day _____ Hours _____

Day _____ Hours _____

Floor Space 5574 Sq. Ft. Seating Capacity (if any) 85

Parking Capacity (if any) _____ spaces Number of Employees APPROX 10

List Cooking Facilities (and implements)

Elec. oven + Pininni Press

Will a food scale be in use for sale of items to the public? Yes ☐ No ☒

Will catering services be provided by you? Yes ☐ No ☒

A copy of the following items must be submitted with the application:

1. Layout Plan of Facility & Fixtures
2. Site Plan (obtained at Bldg. Dept., 51 Grove St.)
3. Outside Facade and Sign Plan (dimensions, color)
4. Menu
5. Maintenance Program

If the facilities are not yet completed, provide estimated cost of work to be done \$ 500,000

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Board of Selectmen for approval:

Date _____ Time _____

Board Action: Approved Yes ☐ No ☐

APPLICANT'S RESUME

Food Business Experience of Applicant

From 1997 to PRESENT
 Employee (FAMILY BUSINESS) D/B/A TURKEY, CYPRUS, USA
 Sole Owner (FAMILY BUSINESS) Location UK, POLAND, IRELAND, UAE
 Partnership CAFFE NERO Type Food COFFEE/DELI
 Corporation CAFFE NERO Number of Employees APPROX. 3,600
APPROX. 125 (USA)

From _____ to _____
 Employee _____ D/B/A _____
 Sole Owner _____ Location _____
 Partnership _____ Type Food _____
 Corporation _____ Number of Employees _____

List any other information that you feel will assist in the review of this application.

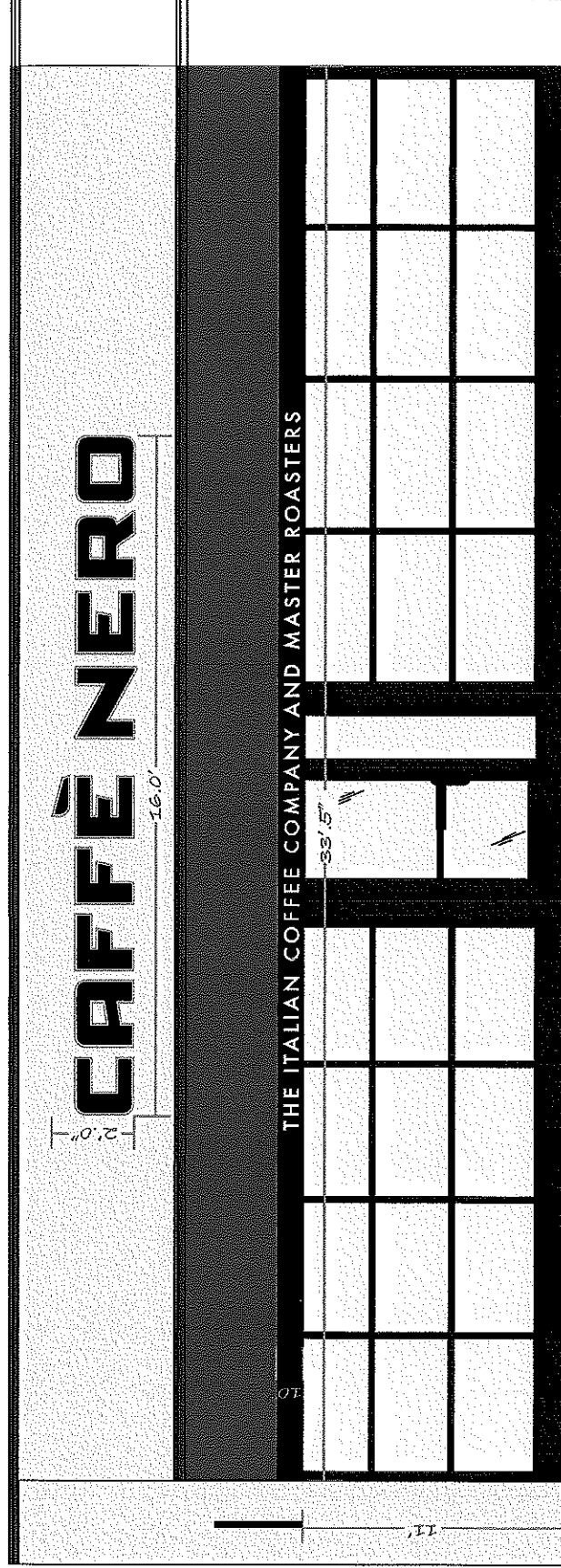
CAFFE NERO OWNS AND OPERATES APPROX
800 SIMILAR STORES IN 4 COUNTRIES
IN MA, CAFFE NERO OWNS AND OPERATES
8 STORES AS OF NOV 10, 2016

REFERENCES

Bank BOKA Type Account Personal Business X
 Address 100 FEDERAL ST Phone 617 434 3412
 Account Number [REDACTED] Contact TED LYNCH
 Personal Reference _____
 Address _____ Phone _____
 Prior Employer _____
 Address _____ Phone _____
 Number of years employed _____ From _____ To _____
 Contact _____ Position Held _____
 Other _____

Name

Address



Hanging Blade sign
4' x 3' Hanging sign
See separate details

Main Sign
16' wide x 2.0' tall internally illuminated aluminium
powdercoated sign. Signage area = 32sqft

Awning Strapline
Blue with black 10" deep valance.
Maximum lettering height 7". Width 17'
Signage area = 9.9sqft

Caffè Nero, Arlington | Proposed Front Signage

HUNG SIGN CONSTRUCTION DETAIL

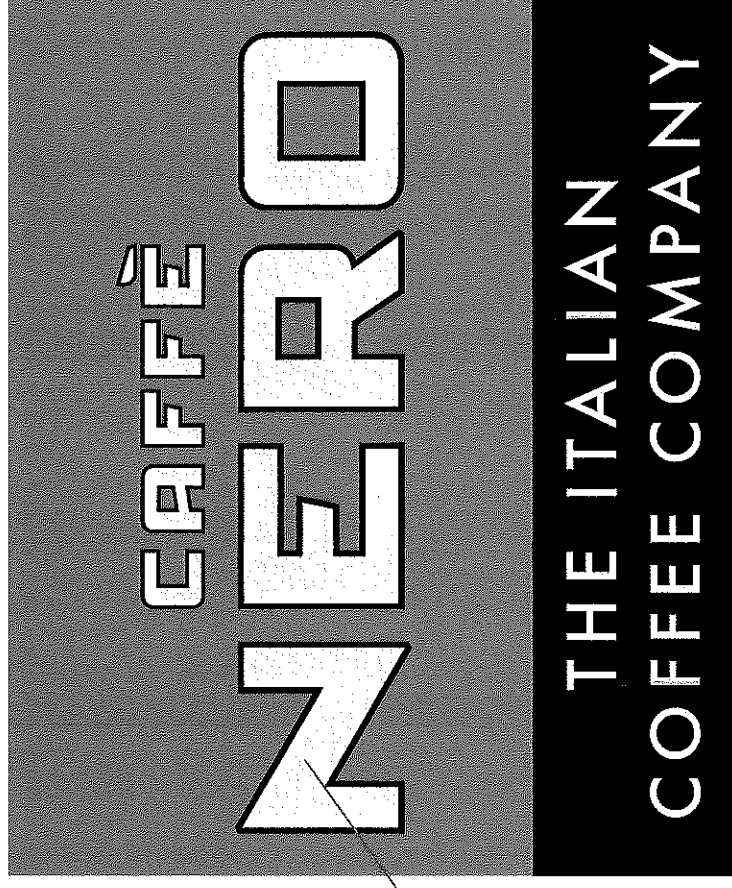
3/4" thick aluminum fret cut face panels, finished top part blue, lower part black.
"Caffè Nero" pushed through 133 ivory acrylic with 3/8" black keyline.

"The Italian Coffee Company" pushed through 133 ivory acrylic. Sign to be internally illuminated using an LED warm white.

SIGNAGE COLORS

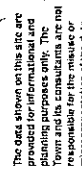
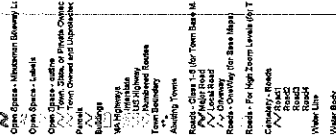
Blue BS4800 20E51 Satin
Black Satin
Ivory BS4800 10B15 Satin
133 Ivory Acrylic

Internally illuminated Ivory
Letter face with black keyline
and Ivory strapline.



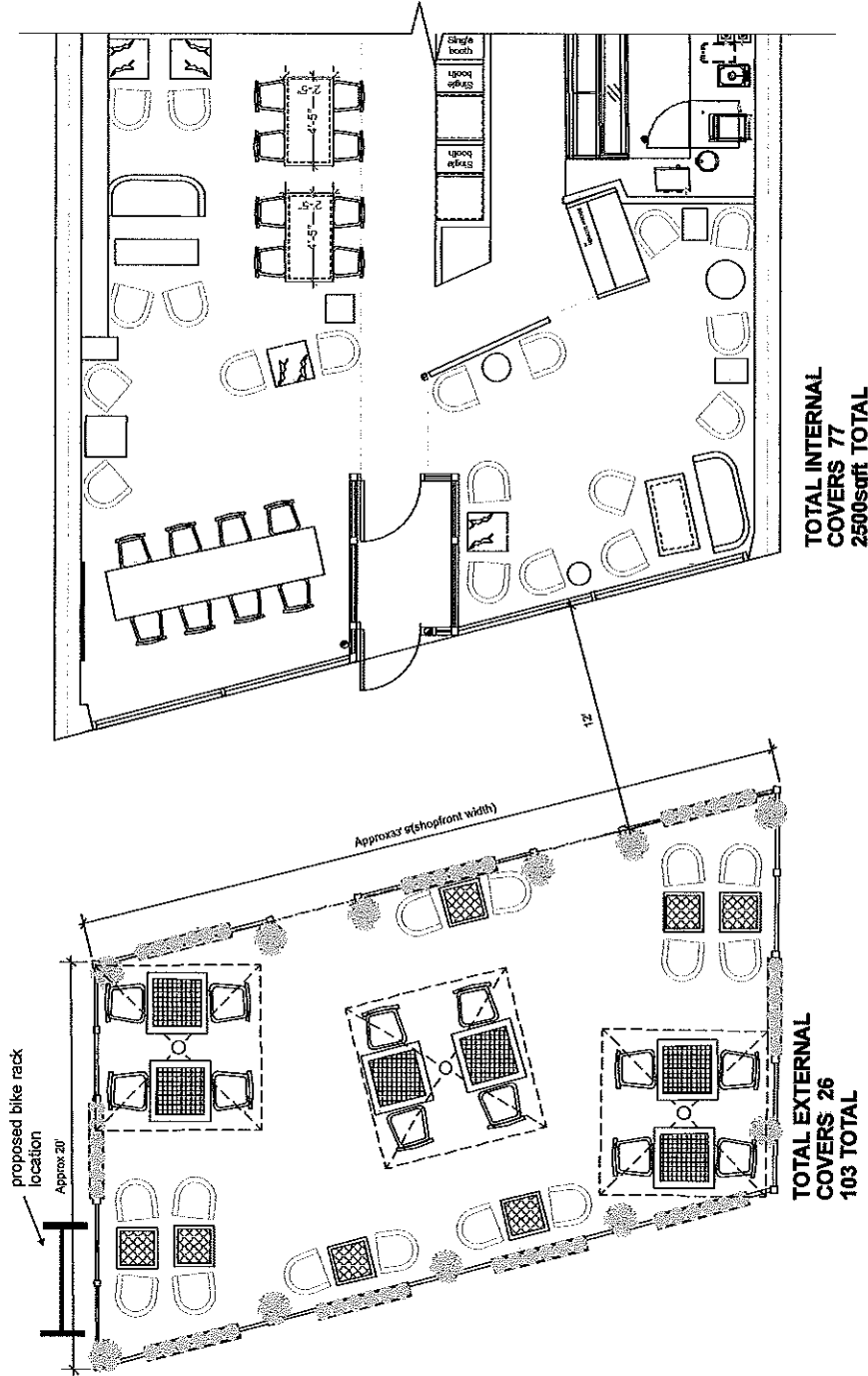


Caffè Nero, Arlington | Signage in context of adjacent properties

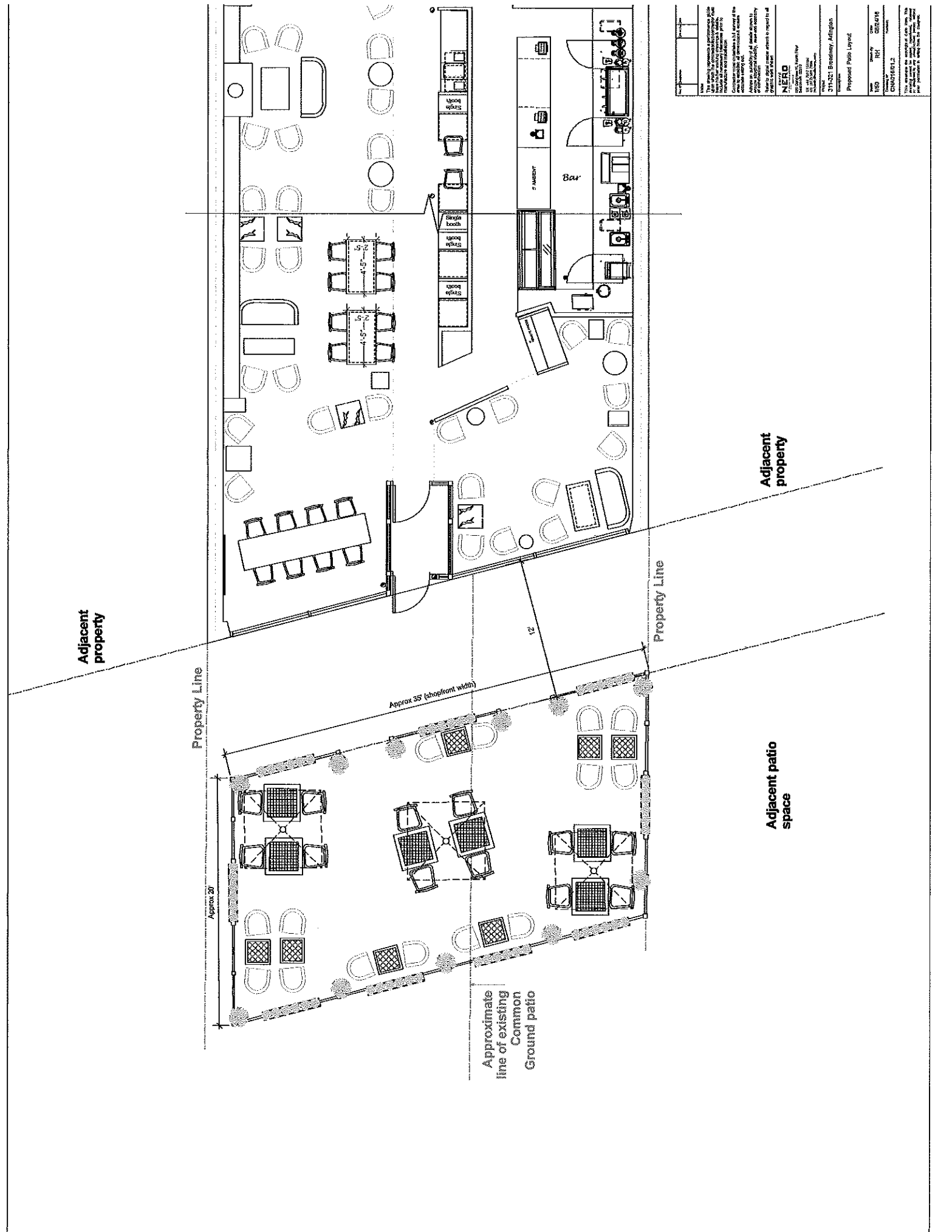


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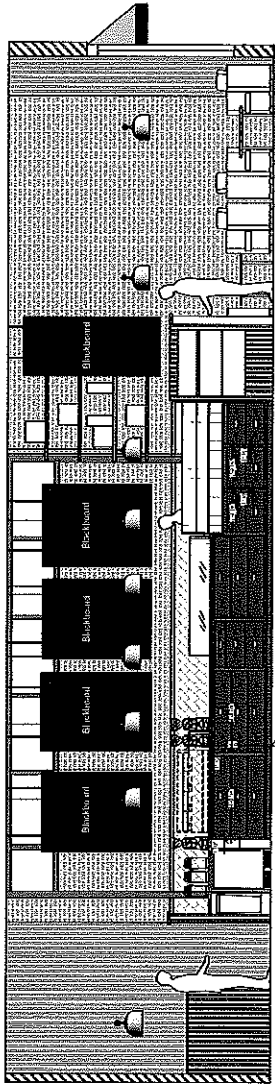
patio layout



Project Information	
Name:	
Address:	
City:	
State:	
Zip:	
Phone:	
Fax:	
E-mail:	
Notes:	
<p>1. This drawing is for informational purposes only. It is not to be used for construction or other purposes without the written consent of the architect.</p> <p>2. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>3. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>4. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>5. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>6. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>7. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>8. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>9. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>10. The architect is not responsible for the accuracy of the information provided by the client.</p>	
<p>NEED</p> <p>311-321 Broadway, Arlington</p> <p>Project: Patio Layout</p> <p>DRAFT</p> <p>Scale: 1/8" = 1'-0"</p> <p>Date: 03/24/18</p> <p>Drawn by: RH</p> <p>Checked by: JH</p> <p>Project: 311-321 Broadway, Arlington</p> <p>Project: Patio Layout</p> <p>DRAFT</p> <p>Scale: 1/8" = 1'-0"</p> <p>Date: 03/24/18</p> <p>Drawn by: RH</p> <p>Checked by: JH</p>	



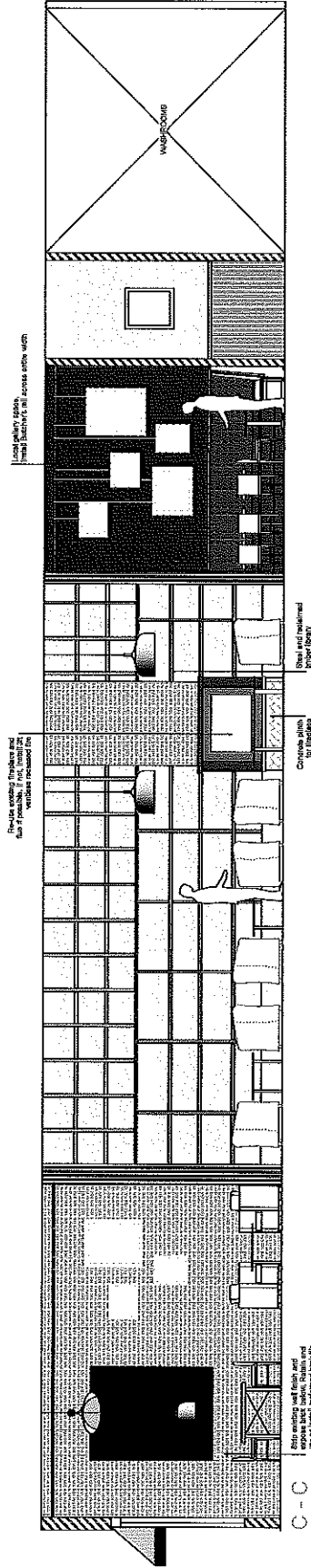
<p>Notes:</p> <p>1. This plan represents a preliminary design. It is not to be used for construction or other purposes without the approval of the architect.</p> <p>2. All dimensions are in feet and inches. Dimensions are given to the center of the element unless otherwise noted.</p> <p>3. The plan is based on the information provided by the client. The architect is not responsible for the accuracy of the information provided.</p> <p>4. The plan is subject to change without notice.</p> <p>5. The plan is not to be used for any other purpose without the approval of the architect.</p>	
<p>Project Name:</p> <p>311-321 Broadway Addition</p>	<p>Client:</p> <p>NERO</p>
<p>Architect:</p> <p>NERO</p>	<p>Location:</p> <p>311-321 Broadway Addition</p>
<p>Project Number:</p> <p>00000001.2</p>	<p>Scale:</p> <p>1/8" = 1'-0"</p>
<p>Revision:</p> <p>00000001.2</p>	<p>Date:</p> <p>08/24/18</p>
<p>Author:</p> <p>NERO</p>	<p>Checker:</p> <p>NERO</p>
<p>Reviewer:</p> <p>NERO</p>	<p>Approver:</p> <p>NERO</p>
<p>Project Manager:</p> <p>NERO</p>	<p>Project Engineer:</p> <p>NERO</p>
<p>Project Architect:</p> <p>NERO</p>	<p>Project Designer:</p> <p>NERO</p>
<p>Project Engineer:</p> <p>NERO</p>	<p>Project Designer:</p> <p>NERO</p>
<p>Project Designer:</p> <p>NERO</p>	<p>Project Designer:</p> <p>NERO</p>



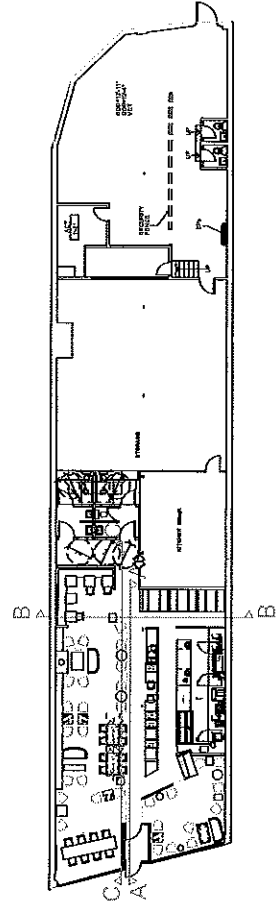
A - A



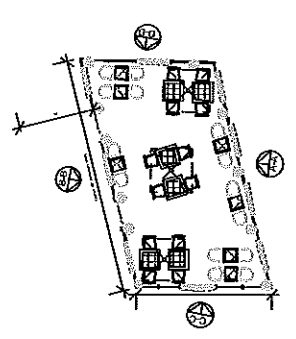
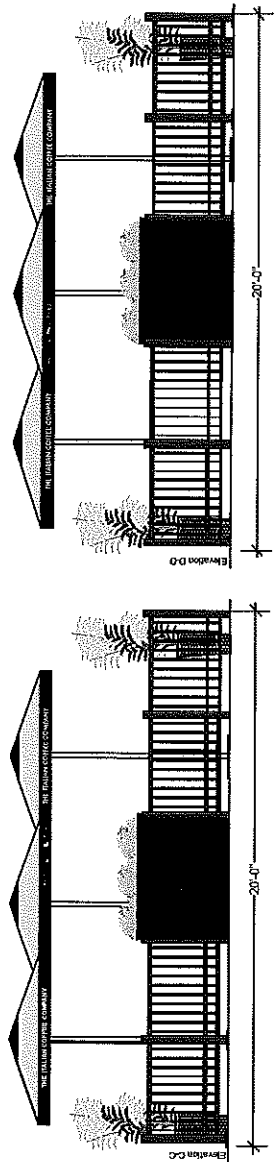
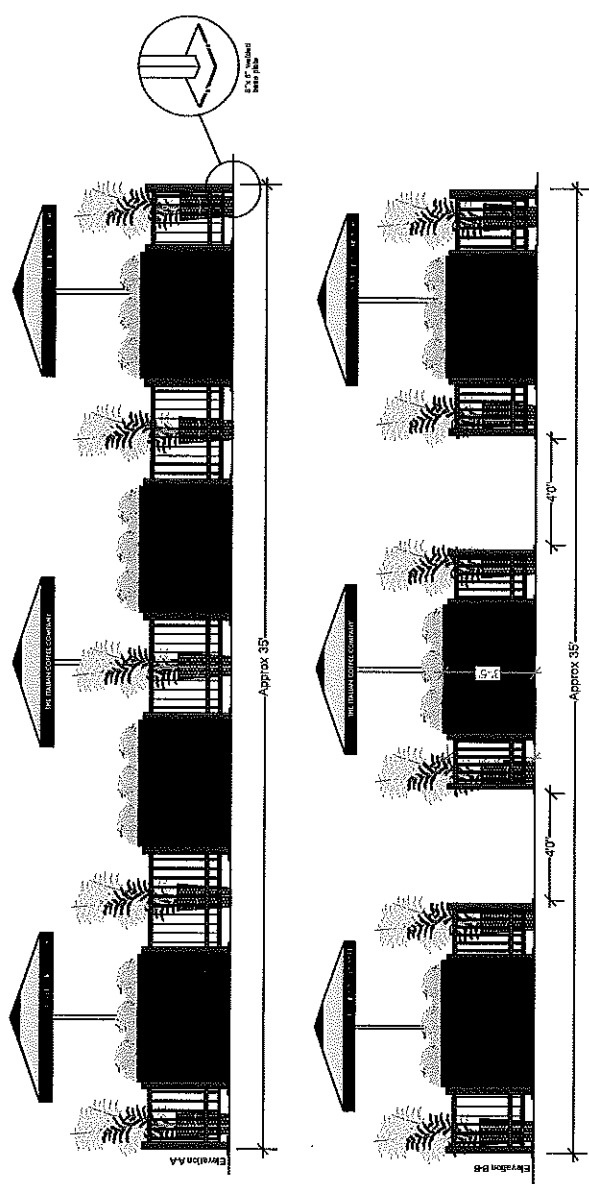
B - B



C - C



Project Name	311-021 Boundary Addition
Client	NECO
Architect	NECO
Engineer	NECO
Scale	1/8" = 1'-0"
Sheet No.	150
Sheet Title	311-021 Boundary Addition
Revision	01/14/16
Drawn By	CHW/1007.1
Check By	CHW
Project Location	311-021 Boundary Addition
Project Description	Proposed Internal Elevations
Notes	<p>This drawing is for informational purposes only. It is not to be used for construction without the approval of the architect. The architect is not responsible for the accuracy of the information provided in this drawing. The architect is not responsible for the accuracy of the information provided in this drawing. The architect is not responsible for the accuracy of the information provided in this drawing.</p>



Project Name	311-321 Broadway, Arlington
Project Description	Proposed Patio Elevations
Scale	1/8" = 1'-0"
Drawn By	RH
Date	09/14/16
Checked By	CNA/16/01.2
Notes	This drawing is the property of CNA. No part of this drawing may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without prior permission in writing from the designer.

**CAFFÈ
NERO**
THE ITALIAN COFFEE COMPANY

AMERICAS

Location: 321 Broadway Arlington Ma.

CAFFE NERO MAINTENANCE PROGRAM

MAINTAINED DAILY:

- Kitchen and food prep areas will be cleaned multiple times daily
- Floors will be moped nightly
- Dining area tables will be wiped down multiple times daily
- Bathrooms will be monitored and cleaned daily
- Dry food storage area swept and cleaned
- Kitchen equipment and bar equipment cleaned daily
- Patio chairs and tables cleaned multiple times daily
- Trash barrels emptied daily

MAINTAINED WEEKLY:

- Grease trap monitored weekly pumped monthly [johns sewers] or as needed
- Office area
- Storage area
- Sidewalk and patio area swept twice weekly more if needed

MAINTAINED QUARTERLY:

- Walk in cooler
- Espresso machine
- Kitchen equipment
- Kitchen walls cleaned
- HVAC system
- Fire place system
- Exterior windows cleaned monthly and touched up daily
- Pest control monitored monthly or more as needed

OUR FRESHLY BAKED SWEET TREATS

Muffins & Scones

Triple Belgian Chocolate, Blueberry,
Cinnamon Crumb, and Pistachio Muffins,
Chocolate Chip, Peach Pecan, Apple
Walnut, Spinach and Tomato Scones.

Loafs & Bars

Banana Bread, Pumpkin Bread, Zucchini
Bread, Homemade Chocolate Brownie,
Gluten Free Brownies, Apple Coffee
Cake.

Cookies

Chocolate Chip Cookies, Oatmeal Raisin
Cookies, Triple Chocolate Cookies,
Seasonal Cookies, Gluten Free Cookies.

Cakes

Limoncello Mascarpone Cake, Three
Layered Chocolate Cake, Mixed Berry
Cream Cake, Toasted Almond Cake,
Ricotta Cheese Cake, Torta della Nonna

Treats & Chocolate

Almond Biscotti, Cannoli, Baci Chocolate,
Vermont-made Lake Champlain
Chocolate Bars and Individual
Chocolates, Loacker Cookies.

CAFFÈ NERO MENU

We are obsessive in the creation of excellent espresso. We roast all our coffee in our European Roastery where our Master Roasters personally taste every batch we produce.

COFFEE

Award-winning Classico or smooth Milano

Espresso

A single espresso consists of 7 grams of coffee,
tamped just right.

Espresso Ristretto

A shorter extraction of espresso made with less
water for a stronger flavor.

Americano

Two shots of our espresso, diluted with steaming
hot water. A milder coffee.

Brewed Coffee

Created and roasted in the Italian
tradition to deliver a full bodied,
sophisticated, rich and vivid coffee flavor.

Cappuccino

Our espresso combined with steamed velvety milk
and sealed with a thick layer of foam. Add a light
dusting of chocolate powder to your taste.

Caffè Latte

Our signature espresso, blended with
plenty of silky smooth milk and finished with a
light layer of foam.

Espresso Macchiato

A single shot of our espresso, a touch of milk and
finished with an island of foam.

Espresso con Panna

Two shots of our signature espresso, topped off
with a swirl of whipped cream.

Flat White

A shorter, sweeter, more intense espresso topped
with velvety smooth milk and a thin layer of foam.

HOT SPECIALTY

Caffè Mocha

Espresso, chocolate and steamed milk, topped
with cream, dusted with chocolate.

White Chocolate Mocha

Espresso, white chocolate and steamed milk, then,
dusted with chocolate.

Caramelatte

Two shots of our rich espresso, with steamed milk,
a layer of whipped cream and topped with caramel
sauce.

Hot Chocolate

A sweet and milky chocolate drink topped with
milk foam or fresh whipped cream, and Belgian
chocolate shavings.

Hot Apple Cider

Fresh apple cider and pure maple syrup.

Chai Latte

A balanced blend of cinnamon, spices, black tea
and sugar infused with silky smooth steamed milk,
99% caffeine free.

Tea

English Breakfast, Earl Grey, Sencha Green, Pepper-
mint, Chamomile, Rooibos Vanilla, Summer Fruits,
and Spiced Chai.

Before placing your order, please inform your server if anyone in
your party has a food allergy.

Our milk is locally sourced from
High Lawn Farm



CAFFÈ
NERO

www.caffenero.com

Before placing your order, please inform your server if anyone in your party has a food allergy.

FRESH JUICES

Orange and Grapefruit

SMOOTHIES

Mango Fruit

A fruity frozen blend of mangos and oranges.

Strawberry Banana

A delightful blend of strawberries and bananas.

Strawberry

Strawberry Fraise blended with ice.

FROZEN COFFEE

Classic Frappé Latte

Caffè Nero espresso, milk, ice and our special frappé blend that is also low in fat.

Mocha Frappé Latte

A Classic Frappé Latte with chocolate powder, milk and ice blended together.

COLD BREWED

Iced Coffee

Brewed overnight to give a richer, fuller iced coffee.

Iced Latte

Espresso, milk and a hint of sweetness over ice, can also be made with soy milk.

Iced Tea

Fresh cold tea served with ice, sweetened to taste.

Before placing your order, please inform your server if anyone in your party has a food allergy.

FRAPPÉ CRÈME

Coffee & Caramel

Our Classic Frappé Latte with a base of caramel sauce, topped with fresh whipped cream and a caramel swirl.

Strawberry & Vanilla

Sweet strawberries and velvety vanilla blended and poured onto a layer of strawberry puree, topped with lashings of cream and strawberry swirl.

Banana & Caramel

A blend of sweet banana and vanilla on a layer of golden caramel, topped with freshly whipped cream and a flourish of caramel sauce.

BOTTLED DRINKS

San Pellegrino Water, Coke, Diet Coke, Honest Teas, Chocolate Milk, Apple Juice, Lemonade, and Apple Cider (Seasonally)

FOOD MENU

We bake pastries, cookies and make fresh salads and sandwiches every morning in our kitchen. We also bring in quality baked goods from Treats on Washington in Brighton, and fresh bread from Nashoba Brook Bakery every day.

BREAKFAST

Oatmeal, Granola and Milk, Bacon and Cheese Croissant, Ham and Cheese Croissant, Turkey and Cheese Wholegrain Croissant, Breakfast Frittata Sandwich, Hard Boiled Eggs, Yogurt Parfait, Greek Yogurt, Fresh Fruit Cups.

Pastries

Butter Croissant, Wholegrain Croissant, Pain Au Chocolat, Pain Au Raisin, Kouign Amann.

Breakfast Frittata Sandwich

Baked frittata made with fresh eggs, roasted tomatoes, with or without bacon and emmental cheese and arugula served on a toasted ciabatta.

SANDWICHES

Caprese on Baguette

Fresh mozzarella, garden fresh tomatoes, basil leaf and fresh pesto.

Chicken Caprese

Our most popular sandwich now with chicken, fresh mozzarella, pesto, sliced tomatoes, fresh basil and grilled chicken breast toasted on ciabatta bread.

Prosciutto de Parma with

Mascarpone

The crown jewel of hams with a touch of mascarpone pressed on a baguette.

Turkey Club on Ciabatta

Sliced turkey, bacon, arugula, tomatoes and cracked pepper mayonnaise on ciabatta.

Ham & Cheese Baguette

Rosemary ham with emmental cheese with butter on a baguette.

Fig Jam & Brie on Baguette

A European classic, fig jam with French brie toasted on a fresh baguette.

Roast Beef with Caramelized

Onions & Grainy Mustard

Tender roast beef with sharp cheddar cheese topped with sweet caramelized onions and a Dijon horseradish served on ciabatta.

Roasted Vegetable Focaccia

Focaccia pressed with roasted peppers, eggplant, squash and zucchini and an olive tapenade spread drizzled with pesto aioli.

Tuna Salad Sandwich on Ciabatta

All white tuna tossed with celery and mayonnaise served with baby field greens on a ciabatta.

BLT

Bacon, lettuce and tomato with pesto aioli served on a ciabatta.

Artisan Italian on Focaccia

Rosemary ham, salami and mortadella topped with provolone and olive salad.

SALADS

Insalata Caprese with Fresh Bread

Sliced fresh mozzarella, local vine ripened tomatoes, basil and balsamic vinegar.

Antipasto with Fresh Bread

Cured Italian meats and cheese, marinated vegetables and roasted tomatoes with a white bean salad and olives.

Mediterranean with Pita Bread

Tabbouleh served with hummus and grape leaves and a cucumber salad.

Chicken Caesar

Sliced grilled chicken with romaine lettuce and shaved parmesan cheese topped with our homemade croutons.

Kale Tabbouleh

Fresh kale and bulgar wheat with diced plum tomatoes and onion tossed with lemon.

Quinoa Salad

Quinoa salad with lemon vinaigrette, kalamata olives, fresh cucumber, grape tomatoes and feta cheese.



TOWN OF ARLINGTON

MASSACHUSETTS 02476

781 - 316 - 3090

DEPARTMENT OF PLANNING and COMMUNITY DEVELOPMENT

DECISION OF THE BOARD

EDR DOCKET # 3517

321 Broadway

Caffe Nero (tenant) and Patricia Simboli (owner)

October 17, 2016

This Decision applies to the Special Permit application filed by Caffe Nero, the tenant, and Patricia Simboli, the owner of 321 Broadway. A restaurant/café with more than 2000 square feet is allowed by Special Permit in the B3 Village Business district according to Section 5.04, Table of Use Regulations, of the Arlington Zoning Bylaw. Additionally, because of its location on Broadway, a special permit for Environmental Design Review under Section 11.06 is also required.

A public hearing was held on October 17, 2016.

Materials submitted for consideration of this application:

Application, 321 Broadway

EDR Report from Jennifer Raitt, Secretary Ex Officio to Arlington Redevelopment Board, dated October 17, 2016.

Caffe Nero Impact statement.

Sign application and drawings, including Proposed Signage Detail, Signage in Context of Adjacent Properties, and Proposed Front Signage.

Plans, including Proposed Patio Elevations, Proposed Internal Elevations, Proposed Patio Layout, and Patio Layout showing bike rack location, Proposed 1st floor layout, and Overall Space.

In order to grant this Special Permit, the following criteria must be met.

Section 10.11a-1 The uses requested are listed in the Table of Use Regulations as a Special Permit in the district for which application is made or is so designated elsewhere in this Bylaw.

The proposed use, a restaurant over 2,000 sf (Use 6.12b) is allowed in this district by Special Permit. The entire space is 5,327 square feet. Caffe Nero will be using approximately 2,500 square feet, with a kitchen, 77 indoor dining room seats, and storage area. The Board finds that the proposal meets this standard.

Section 10.11a-2 The requested use is essential or desirable to the public convenience or welfare.

The proposed use will fill a vacant storefront in Arlington Center. It will provide an attractive place for customers to eat, drink and congregate. It is desirable to the public to fill this vacant space with an attractive use. The Board finds this standard is met.

Section 10.11a-3 The requested use will not create undue traffic congestion, or unduly impair pedestrian safety.

The location is in Broadway Plaza, which is a pedestrian-oriented area. Many customers are likely to come on foot, and may be doing other shopping in the Center in the same visit. The applicant is proposing 26 seasonal patio seats, which requires a permit from the Board of Selectmen, which will consider pedestrian safety. The plans show 12' clearance between the front door and the patio seating for pedestrian accommodation. Parking for the use is accommodated in the Russell Common parking lot and on the street. The Board finds this standard is met.

Section 10.11a-4 The requested use will not overload any public water, drainage or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the Town will be unduly subjected to hazards affecting health, safety, or the general welfare.

The proposed use is located in an area with adequate water and sewer service. The Board finds this standard is met.

Section 10.11a-5 Any special regulations for the use, set forth in Article 11 are fulfilled.

EDR-1 Preservation of Landscape: The landscape shall be preserved in its natural state insofar as practicable, by minimizing tree and soil removal and any grade changes shall be in keeping with the general appearance of neighboring developed areas.

There is one tree in front of the property, which will be retained. Plans for the patio seating include extensive use of planter boxes to define the area. Landscaping and greenery will be increased as a result of this proposal. The Board finds this standard is met.

EDR-2 Relation of the Building to the Environment: Proposed development shall be related harmoniously to the terrain and to the use, scale and architecture of the existing buildings in the vicinity that have functional or visible relationship to the proposed buildings. The Arlington Redevelopment Board may require a modification in massing so as to reduce the effect of shadows on the abutting property in an R-1 or R-2 district or on public open space.

The proposed use will upgrade an existing storefront. It abuts similar storefronts, in varied condition. It fits well into its surroundings, particularly with Common Ground, the abutter to the east. The Board finds that the proposal meets this standard.

EDR-3 Open Space: All open space (landscaped and usable) shall be so designed as to add to the visual amenities of the vicinity by maximizing its visibility for persons passing by the site or overlooking it from nearby properties. The location and configuration of usable open space shall be so designed as to encourage social interaction, maximize its utility and facilitate maintenance.

The open space for this use is contained within a patio. The Board of Selectmen have jurisdiction over this public space, and will review the proposal at a later date. That being said, the patio seating is attractive and designed to facilitate interaction. The 12' aisle between the front door and patio will allow pedestrian passage. The Board finds that the proposal meets this standard.

EDR-4 Circulation: With respect to vehicular and pedestrian and bicycle circulation, including entrances, ramps, walkways, drives, and parking, special attention shall be given to location and number of access points to the public streets (especially in relation to existing traffic controls and mass transit facilities), width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, access to community facilities, and arrangement of vehicle parking and bicycle parking areas, including bicycle parking spaces required by Section 8.13 that are safe and convenient and, insofar as practicable, do not detract from the use and enjoyment of proposed buildings and structures and the neighboring properties.

The site fronts on Broadway Plaza, with no vehicular traffic. Parking for this use is provided in the Russell Common parking lot, which is 480 feet from the front door of the facility. Section 8.01(a)(2) and 8.06 of the Zoning Bylaw allow parking off-site by special permit if it is within 600 feet of the subject property. The pedestrian circulation is protected by the 12' aisle between the front of the business and the seasonal patio seating. Bicycle parking is located at the western edge of the patio seating, closest to Medford Street. It is not specified how many bicycle parking spaces are provided. The bylaw requires a minimum of 2 bike parking spaces. The Board suggested that the applicant provide bike parking within the storage area for employees. The Board finds that the proposal meets this standard.

EDR-5 Surface Water Drainage: Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Available Best Management Practices for the site should be employed, and include site planning to minimize impervious surface and reduce clearing and re-grading. Best Management Practices may include erosion control and stormwater treatment by means of swales, filters, plantings, roof gardens, native vegetation, and leaching catchbasins. Stormwater should be treated at least minimally on the development site; that which cannot be handled on site shall be removed from all roofs, canopies, paved and pooling areas and carried away in an underground drainage system. Surface water in all paved areas shall be collected in intervals so that it will not obstruct the flow of vehicular or pedestrian traffic and will not create puddles in the paved areas.

In accordance with Section 10.11,b, the Board may require from any applicant, after consultation with the Director of Public Works, security satisfactory to the Board to insure the maintenance of all storm water facilities such as catch basins, leaching catch basins, detention basins, swales, etc. within the site. The Board may use funds provided by such security to conduct maintenance that the applicant fails to do.

The Board may adjust in its sole discretion the amount and type of financial security such that it is satisfied that the amount is sufficient to provide for any future maintenance needs.

The proposed work will not impact storm water drainage on the site. It will not alter the site conditions. The Board finds that the proposal meets this standard.

EDR-6 Utilities Service: Electric, telephone, cable, TV, and other such lines of equipment shall be underground. The proposed method of sanitary sewage disposal and solid waste disposal from all buildings shall be indicated.

The proposed facility will upgrade its electrical and plumbing service, and maintain other utilities as is. Sanitary sewage disposal will not be affected. The Board finds that the proposal meets this standard.

EDR-7 Advertising Features: The size, location, design, color, texture, lighting and materials of all permanent signs and outdoor advertising structures or features shall not detract from the use and enjoyment of proposed buildings and structures and the surrounding properties.

The signs as proposed are attractive and modern, and blend well with the signage at Common Ground. Both have a wall sign and small awning sign which will improve the appearance of Broadway Plaza. The Board finds that the proposal meets this standard.

EDR-8 Special Features: Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.

Truck deliveries will take place in the rear of the building, where there is an alley that runs off Alton Street. A dumpster will be contained within a fenced area. There is an area at the rear of the interior space not being used for the cafe that will be used for storage. The Board finds that the proposal meets this standard.

EDR-9 Safety: With respect to personal safety, all open and enclosed spaces shall be designed to facilitate building evacuation and maximize accessibility by fire, police and other emergency personnel and equipment. Insofar as practicable, all exterior spaces and interior public and semi-public spaces shall be so designed to minimize the fear and probability of personal harm or injury by increasing the potential surveillance by neighboring residents and passersby of any accident or attempted criminal act.

The front entrance to the property is very visible. The rear egress is onto an alley that is shared with other businesses located on Broadway Plaza and on Medford Street. The Board finds that the proposal meets this standard.

EDR-10 Heritage: With respect to Arlington's heritage, removal or disruption of historic, traditional, or significant uses, structures or architectural elements shall be minimized insofar as practical whether these exist on the site or on adjacent properties.

The property is located in the Arlington Center Historic District, though the property is not listed as historic. There will be minimal change to the defining characteristics of the building, its site, and environment, in keeping with the Town's Design Guidelines for Local Historic Districts. The Board finds that the proposal meets this standard.

EDR-11 Microclimate: With respect to the localized climatic characteristics of a given area, any development which proposes new structures, new hard surface, ground coverage or the installation of machinery which emits heat, vapor or fumes shall endeavor to minimize insofar as practicable, any adverse impacts on light, air and water resources or on noise and temperature levels of the immediate environment.

No new structures or outdoor machinery are proposed. The Board finds that the proposal meets this standard.

EDR-12 Sustainable Building and Site Design: Projects are encouraged to incorporate best practices related to sustainable sites, water efficiency, energy and atmosphere, materials and resources, and indoor environmental quality. Applicants must submit a current Green Building Council Leadership in Energy and Environmental Design (LEED) checklist, appropriate to the type of development, annotated with narrative description that indicates how the LEED performance objectives will be incorporated into the project.

The applicant will be substantially renovating the interior of the building, including Low-E glass to promote heat retention, LED light bulbs, and reclaimed lumber for wood floors and tables. Since this is an interior renovation, many of the LEED criteria are not relevant. The Board finds this standard is met.

Section 10.11a-6 The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health, morals, or welfare.

The proposed use will enhance the character of the district by attracting shoppers and diners on foot and by bike, as well as motorists. The Board finds that the proposal meets the criterion.

Section 10.11a-7 The requested use will not, by its addition to a neighborhood, cause an excess of that particular use that could be detrimental to the character of said neighborhood.

While this is not the only cafe on Broadway Plaza, it will be an attractive addition to the neighborhood, providing additional spaces for people to eat, drink, and congregate in Arlington Center. This use will be a complement to the character of the neighborhood and other businesses. The Board finds that this standard is met.

General Conditions

The following Conditions are hereby made a part of the special permit:

1. The final plans and specifications approved by the Board for this permit shall be the final plans and specifications submitted to the Building Inspector of the Town of Arlington in connection with this application for a building permit. There shall be no deviation during construction from the approved plans and specifications without the express written approval of the Arlington Redevelopment Board.
2. Subsequent to the end of all applicable appeal periods and prior to the issuance of a Building Permit, the Applicant shall record this Decision in the Middlesex County South District Registry of Deeds and shall provide the Board, and the Building Inspector with a copy of this Decision endorsed with the applicable recording information.
3. All utilities serving or traversing the site (including electric, telephone, cable, and other such lines and equipment) shall be underground.
4. All utility work off site in public rights-of-way of the Town of Arlington shall be undertaken in accordance with the provisions of the Bylaws of the Town.

5. Upon the issuance of the building permit the Applicant shall file with the Building Inspector and the Department of Community Safety the names and telephone numbers of contact personnel who may be reached 24 hours each day during the construction period.
6. The Board, in issuing the permit, maintains continuing jurisdiction over this permit and after a duly advertised public hearing may attach other conditions or modify these conditions as it deems appropriate in order to protect the public interest and welfare.
7. No final or permanent Certificate of Occupancy shall issue on this project until the project is completed in its final form and approved by the Redevelopment Board as being in compliance with the final plans and specifications, including Special Conditions 1, 2 and 4 below. If these remain incomplete, a temporary certificate of occupancy shall be issued for this project.
8. The Building Inspector is hereby notified that he is to monitor the site and should proceed with appropriate enforcement procedures at any time he determines that violations are present. The Inspector of Buildings shall proceed under Section 10.09 of the Zoning Bylaw, pursuant to the provisions of Chapter 40A Section 21D, and institute non-criminal complaints. If necessary, the Inspector of Buildings may institute appropriate criminal action also in accordance with Section 10.09.
9. The Board maintains continuing jurisdiction over this permit, and may, after a duly advertised public hearing, attach other conditions, including but not limited to, reasonably restricting the retail opening hours, or it may modify these conditions as it deems reasonably appropriate to protect the public interest and welfare.

Special Conditions

1. A final Building Permit shall not be issued until all necessary Town permits are issued. This includes a Common Victualler's license from the Board of Selectmen and food permits from the Board of Health. Outdoor seating permit may be applied for later through the Board of Selectmen.
2. All deliveries must occur at the rear loading area accessed from Alton Street, as shown in the plans.
3. Applicant shall provide an indoor storage area for employees' bicycles that is safe, secure and out of the weather.



Town of Arlington, Massachusetts

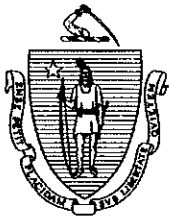
Request: Change of D/B/A - All Alcohol License

Summary:

Sagar Restaurant Corp., 444 Massachusetts Avenue, Ajay Sachar, Director & Manager
Singh Saab Fine Indian Cuisine (Formerly Punjabi Tadka)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Ref_Mat_12.12.16_Singh_Saab.pdf	application packet



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

AMENDMENT APPLICATION FOR:

Change of Corporate Name, Change of DBA, Change of Legal Structure, Change of Class, Change of Category

Please complete this entire application. If field does not apply to your situation, please write N/A.

1. NAME OF LICENSEE (Business Contact)

Sagar Restaurant Corporation

ABCC License Number

003000019

City/Town of Licensee

Arlington

2. APPLICATION CONTACT

The application contact is required and is the person who will be contacted with any questions regarding this application.

First Name: Ajay

Middle:

Last Name: Sachar

Title: Member of the Board of Entity

Primary Phone: 781 648-9500

Email: vickybarmig1@gmail.com

3. BUSINESS CONTACT

Please complete this section **ONLY** if there are changes to the Licensee phone number, business address (corporate headquarters), or mailing address.

Entity Name:

Primary Phone:

Fax Number:

Alternative Phone:

Email:

Business Address (Corporate Headquarters)

Street Number: 444

Street Name: Massachusetts Avenue

City/Town: Arlington

State:

MA

Zip Code: 02474

Country:

USA

Mailing Address

☒ Check here if your Mailing Address is the same as your Business Address

Street Number:

Street Name:

City/Town:

State:

Zip Code:

Country:

AMENDMENT APPLICATION FOR:

Change of Corporate Name, Change of DBA, Change of Legal Structure, Change of Class, Change of Category

Please check the amendment that you are applying for and complete the corresponding section. Please refer to the requirements page for required documents.

☐ Change of Corporate Name

This is the License Entity
Name or the Business Contact

Last-Approved Corporate Name:

Requested New Corporate Name:

☒ Change of DBA

Last-Approved DBA:

Requested New DBA:

☐ Change of Corporate Structure

LLC, Corporation, Sole
Proprietor, etc

Last-Approved Corporate Structure

Requested New Corporate Structure

☐ Change of License Category

All Alcohol, Wine and Malt,
Wine Malt and Cordials

Last-Approved License Category

Requested New License Category

☐ Change of License Class

Seasonal or Annual

Last-Approved License Class

Requested New License Class

☐ Change of License Type*

i.e. Restaurant to Club
Package Store to Supermarket

Last-Approved License Type

Requested New License Type

*CAN NOT change from an
on-premise to an off-premises
license type.*

APPLICANT'S STATEMENT

I, AJAY SACHAR the: ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP member
Authorized Signatory

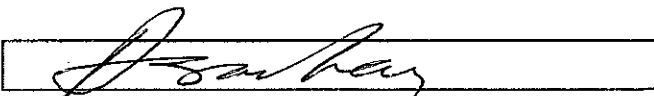
of SAGAR RESTAURANT CORPORATION, hereby submit this application for CHANGE OF DBA
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature:



Date: 11/28/2016

Title:

SECRETORY and DIRECTOR



Town of Arlington, Massachusetts

Request: Menotomy Grill & Tavern Late Night Event, 12/31/16-1/1/17

Summary:

William A. Lyons, Owner, Menotomy Grill & Tavern, 25 Massachusetts Ave.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Menotomy_Xtended_hrs._12.16.pdf	request letter & agreement



TOWN OF ARLINGTON

ARLINGTON, MA

DATE: 11/30/2016

SUB: PERMISSION/ APPROVAL FOR ONE-TIME LATE NIGHT EVENT AT MENOTOMY GRILL AND TAVERN

DEAR SIR/MADAM:

IN AN EFFORT TO KEEP THE CELEBRATION IN ARLINGTON, WE ARE ASKING FOR A ONE HOUR EXTENSION ON THE LIQUOR LICENSE FOR NEW YEARS EVE.

THIS WOULD BE A SPECIAL ONE-TIME EVENT CELEBRATING THE NEW YEAR AND FOOD WILL BE PROVIDED THROUGHOUT THE ENTIRE EVENT.

PLEASE GIVE US PERMISSION TO REMAIN OPEN UNTIL 1:00AM ON JANUARY 1, 2017 AND ALSO SELL LIQUOR UNTIL THAT TIME.

PLEASE CONTACT ME ANY TIME WITH ANY QUESTIONS REGARDING THIS EVENT.

SINCERELY,

WILLIAM LYONS, OWNER AND OPERATIONAL MANAGER

MENOTOMY GRILL AND TAVERN

25 MASSACHUSETTS AVENUE* ARLINGTON, MA 02474 * 781-648-1775 www.menotomygrill.com

AGREEMENT FOR TEMPORARY INCREASE IN HOURS

Licensee: Menotomy Grille LLC
Licensed Premises: 25 Massachusetts Avenue
License No.: 0030-00062
License Type: All Alcohol Restaurant
Expiration Date: 1/1/17

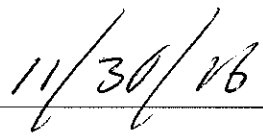
The license-holder referenced above has requested a one-day increase in its regular hours of operation to allow it to stay open until 1:00 am on January 1, 2017, which represents an extension of its regular closing time of 12/Midnight.

In the event that the Board of Selectmen, as the local licensing authority, grants this request and in consideration thereof, the license-holder hereby (1) agrees to an immediate decrease in hours back to its regular closing time as of the first day the license-holder is open for business following the one-day increase described above; and (2) waives any right to notice or a public hearing under G.L. c. 138, § 12, ¶ 6, prior to returning to its regular hours.

This waiver shall apply only to the change in hours described herein and not to any decrease in hours that may arise in the future.



License Holder/Authorized Representative



date



Town of Arlington, Massachusetts

Request: Tango Restaurant Late Night Event, 12/31/16-1/1/17

Summary:

Ricardo Mermet, Owner, 464 Massachusetts Avenue

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Ref_Mat_12.12.16_Tangoext_hrs_#2.pdf	request & agreement letters

LEONE & LEONE

ATTORNEYS AT LAW
637 MASSACHUSETTS AVENUE
ARLINGTON, MA 02476

DAVID A. LEONE
JOHN D. LEONE*
SUZANNE M. LEONE
*ALSO MEMBER OF NY BAR

TEL. (781) 648-2345
FAX. (781) 648-2544
www.Leonelaw.com

December 5, 2016

Town Of Arlington
Board of Selectmen
Town Hall
Arlington, MA. 02476

RE: Tango Restaurant

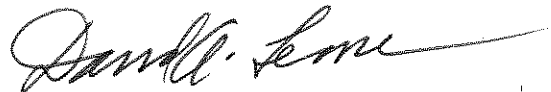
Dear Selectmen:

This office represents El Tango, Inc. d/b/a Tango Restaurant, located at 464-468 Massachusetts Avenue, Arlington. Tango restaurant is a holder of an All Alcohol Restaurant License which has a regular closing time of 12:00 midnight.

On Saturday, December 31st, 2016, Tango Restaurant will be hosting a New Year's Eve celebration, which is expected to run beyond the regular closing time of Tango Restaurant.

Our client hereby requests an extension of its regular closing time of 12:00 midnight on December 31st, 2016 to 1:00 a.m. on January 1, 2017. Tango Restaurant hereby further agrees that it will resume its regular closing time of 12:00 midnight as of the next business day.

VERY TRULY YOURS
LEONE & LEONE



David A. Leone


AGREEMENT FOR TEMPORARY INCREASE IN HOURS

Licensee: Tango Restaurant
Licensed Premises: 464-468 Massachusetts Avenue
License No.: 0030-00026
License Type: All Alcohol Restaurant
Expiration Date: 1/1/17

The license-holder referenced above has requested a one-day increase in its regular hours of operation to allow it to stay open until 1:00 am on January 1, 2017, which represents an extension of its regular closing time of 12/Midnight.

In the event that the Board of Selectmen, as the local licensing authority, grants this request and in consideration thereof, the license-holder hereby (1) agrees to an immediate decrease in hours back to its regular closing time as of the first day the license-holder is open for business following the one-day increase described above; and (2) waives any right to notice or a public hearing under G.L. c. 138, § 12, ¶ 6, prior to returning to its regular hours.

This waiver shall apply only to the change in hours described herein and not to any decrease in hours that may arise in the future.



License Holder/Authorized Representative

12/5/16

date



Town of Arlington, Massachusetts

Request: Duet Late Night Event, 12/31/16-1/1/17

Summary:

Wayne Duprey, Owner, Duet, 190 Massachusetts Avenue

ATTACHMENTS:

Type	File Name	Description
Reference Material	Ref_Mat_12.12.16_Duet_Xtended_hrs..pdf	request letter
Reference Material	Ref_Mat_12.12.16_Duet_agreement.pdf	agreement letter

Friday, October 28, 2016

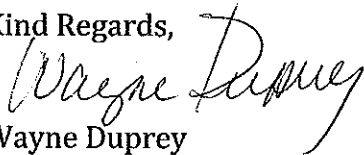
To: Marie Krepelka
Administrator, Board of Selectmen
Town Hall of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Hello Mrs. Krepelka,

The proposed restaurant for 190 Massachusetts Avenue would like to extend their hours of operation for one night, on December 31st, 2016.

We would like to extend our closing time until 1:00am.

Kind Regards,

A handwritten signature in cursive script that reads "Wayne Duprey".

Wayne Duprey
Owner, Bistro Duet
190 Massachusetts Avenue
Arlington, MA 02474

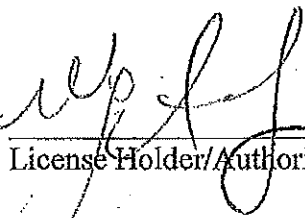
AGREEMENT FOR TEMPORARY INCREASE IN HOURS

Licensee: Duet
Licensed Premises: 190 Massachusetts Avenue
License No.: 0030-00036
License Type: All Alcohol Restaurant
Expiration Date: 1/1/17

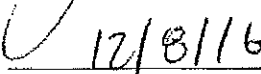
The license-holder referenced above has requested a one-day increase in its regular hours of operation to allow it to stay open until 1:00 am on January 1, 2017, which represents an extension of its regular closing time of 12/Midnight.

In the event that the Board of Selectmen, as the local licensing authority, grants this request and in consideration thereof, the license-holder hereby (1) agrees to an immediate decrease in hours back to its regular closing time as of the first day the license-holder is open for business following the one-day increase described above; and (2) waives any right to notice or a public hearing under G.L. c. 138, § 12, ¶ 6, prior to returning to its regular hours.

This waiver shall apply only to the change in hours described herein and not to any decrease in hours that may arise in the future.



License Holder/Authorized Representative



date



Town of Arlington, Massachusetts

Cultural Plan Update

Summary:

Adria Arch, Arlington Commission on Arts and Culture

ATTACHMENTS:

Type	File Name	Description
<input type="checkbox"/> Reference Material	Arlington_Cultural_Planning_Scope_Final_10.4.2016.pdf	Reference



Arlington Cultural Planning Scope of Work, 10/4/2016

Project Summary

The Town of Arlington has engaged MAPC to provide technical assistance towards the development of an Arts and Culture Action Plan. This project is the Town's first cultural planning process, and will help to implement the historic and cultural resource area goals outlined in the Master Plan and bolster recent efforts to designate an area of town from Arlington Center to East Arlington as a Cultural District. The document will serve as a blueprint for understanding arts and cultural assets and needs and outline a preliminary list of policy and programmatic actions the Town and partners can take to strengthen and grow arts and cultural opportunities in Arlington, leading to a thriving arts and cultural life for all. This project is funded with a \$25,000 Planning for MetroFuture technical assistance grant. Additional resources may be allocated to the project pending receipt of a foundation grant. In-kind support from the Arlington Commission on Arts and Culture will also help support direct costs related to the project.

Deliverables

The planning process will result in an Arlington Arts and Culture Action Plan. This will provide a baseline understanding of arts and cultural assets and needs in Arlington and generate a set of preliminary policy and programmatic recommendations for public, private, and philanthropic actions that will support the vision of a thriving arts and cultural life for all who visit and live, work, and play in Arlington. Recommendations will also be informative to the Town's efforts to implement the arts and culture goals and strategies identified in the Master Plan and for the Cultural District.

Project Area Context

Demographics. Arlington is a community of 42,844 according to Census 2010. Arlington's population is increasing at the elder and youngster ends of the age spectrum. Arlington's population is somewhat older than that of most nearby urban communities and the state as a whole, but younger than the populations of neighboring Lexington and Winchester. Between 2000 and 2010, the most significant population increases occurred among people between 45 and 64 years (the Baby Boomers), those 85 and over, and preschool and school-age children. Population losses occurred among people between 20 and 34 years. Today, the "over-55" age cohort accounts for 28 percent of Arlington's total population. Arlington is also experiencing population turnover. Over 62 percent of householders in Arlington today were not here in the year 2000. Recent trends indicate that Arlington is attractive to young families with school-age children. The population under 18 years of age is estimated at 22.1 percent, up from 20.8 percent in 2000. In the last fifteen years, the number of families with children has increased and is now approximately 48 percent of all families (and 31.2 percent of all households). According to the U.S. Census Bureau, Hispanic and racial minorities comprise 16.4 percent of Arlington's population, and 57 percent of the minority population is Asian. The presence of an ancestrally mixed foreign-born population – with many families from China, India, Russia, and Greece – sheds light on why so many residents think of Arlington as a diverse town.

Arlington is also rich in arts and cultural assets. These include performing and visual arts organizations, including a non-profit arts center; a thriving public art program; a mixed-use theater and a movie theater; a heavily-used library; music and art festivals; seven local historic districts; and

art and craft galleries and restaurants. Arlington also has many historic and cultural resources to celebrate, and much to preserve from over three and a half centuries of development. This legacy is grounded in developments such as Arlington's pivotal role in the events that precipitated the Revolutionary War to the lasting physical creations showcasing masterful architectural styles, and the legacy of founding families such as the Robbins. The Arlington Master Plan adopted in 2015 outlined the following historic and cultural resources goals: 1) maintain, protect, preserve, and promote historic and diverse cultural resources in all neighborhoods; 2) provide attractive, well-maintained spaces for residents to meet, play and grow; and 3) provide space for arts and cultural activities for all ages.

Partners and Responsibilities

The Arlington Department of Planning Community Development (DPCD) will oversee the development of the Arts and Culture Action Plan. DPCD will establish and appoint members to the Cultural Planning Working Group, which will include members of the Arlington Commission on Arts and Culture (ACAC) and representatives from other town boards, committees, and commissions. DPCD will also assist MAPC in convening meetings of the Working Group and provide early feedback on the first draft of the assets and needs assessment and final Action Plan. Jenny Raitt, Director of the DPCD, will be the lead city contact for this project.

The Arlington Commission on Arts and Culture (ACAC) will serve as an outreach and engagement partner for the Project. MAPC will work closely with ACAC to develop and implement the outreach and engagement strategy. ACAC will allocate in-kind project hours to convene, facilitate, and document public feedback collected through 2-4 focus groups conducted over the course of the assets and needs inventory process. ACAC will also assist with communications and publicity for the project, helping to ensure strong and diverse public participation in the project.

The Metropolitan Area Planning Council (MAPC) will lead the production of project deliverables. The MAPC project team will include staff from the Land Use, Data Services, and Community Engagement divisions and departments. MAPC will develop and co-implement the outreach and engagement activity in partnership with the ACAC. MAPC will schedule monthly project management check in calls with the DPCD over the course of the project and work with DPCD to schedule 2-3 meetings with the Arlington Cultural Planning Working Group to engage the group at key intervals. The MAPC project team will include Jennifer Erickson, Manager of Technical Assistance Programs and Regional Planner and Emily Torres-Cullinane, Manager of Community Engagement.

Project Work Plan

1. ***Document existing conditions.*** Identify and synthesize baseline knowledge about demographic, physical, environmental, and economic assets as they relate to arts and cultural assets and conditions in Arlington. Review available plans, studies, reports, and data to synthesize data pertaining to arts and cultural assets and needs in Arlington.
 - Deliverable: Summary of arts and cultural assets, needs, and opportunities including relevant recommendations from previous planning projects.
 - Partner responsibilities: DPCD and ACAC will provide copies of plans, studies, reports, and data that should be reviewed by MAPC. MAPC will produce a summary of baseline conditions relevant to the cultural planning process.
2. **Conduct outreach and engagement to identify arts and cultural assets and needs and vet action plan strategies.** Assemble qualitative and qualitative data about arts and cultural assets and needs in Arlington, examining arts and culture programming, space, and facilities needs as well as the needs of arts and cultural organizations and businesses – such as fundraising, marketing, and audience development. Collect information on arts and cultural needs through a dynamic

outreach and engagement process utilizing a mix of arts-based, technology-based, low-tech, and traditional methods of engagement. Create and administer a survey to collect input on assets and needs. Produce facilitation guidance and notetaking forms for focus groups that will be conducted by MAPC and ACAC. Focus groups will engage segments of Arlington's population including individual artists/micro-entrepreneurs; arts and cultural nonprofit organizations and programs; arts and non-arts businesses; and different demographic groups – including young people, seniors, and families. Conduct prep, attendance, and follow-up for two town-wide public meetings. Meeting #1 will share assets and needs inventory results and engage attendees in developing a cultural vision/identity statement for Arlington. Meeting #2 will collect public input on the draft Action Plan strategies.

- Deliverable: A qualitative and quantitative inventory of arts and cultural assets and needs including individuals, organizations, public and private facilities, and public art as well as underutilized assets, including underutilized or vacant spaces in the public and private realm. Presentation of preliminary findings to the Working Group. Delivery of two town-wide public meetings – meeting #1 in Jan/Feb 2017 and meeting #2 in May 2017.
- Partner responsibilities: MAPC and DPCD will finalize the list of key quantitative and qualitative data to collect. MAPC will administer a town-wide survey. MAPC and ACAC will collect additional information on assets and needs through 4-6 focus groups over the course of the project. MAPC will synthesize and present preliminary findings. MAPC, with support from the Working Group, will implement public meetings #1 and #2.

3. ***Develop and prioritize actions for implementation.*** MAPC will evaluate qualitative and quantitative data collected and conduct best practices research to develop a preliminary list of suggested actions, i.e., regulatory mechanisms, incentives, programmatic activities, and coordination elements that will promote a thriving arts and cultural life in Arlington. MAPC will draft a full report of preliminary action plan recommendations, which will include a synthesis of findings from the existing conditions and cultural assets and needs assessment and a town-wide cultural vision/identity statement. MAPC will present this draft to the Working Group for feedback and conduct one round of revision inclusive of comments. Pending the availability of funding, preliminary findings will be presented for public review and input at a second town-wide public meeting. MAPC and the Working Group will vet and sort the actions into three categories: short-term (one year), medium-term (two to three years), and longer-term (four to five years).

- Deliverable: A final report inclusive of a vision statement and action plan as well as recommendations of key partners and sources of funding for each action. MAPC will produce one initial draft, conduct one round of revision based on Working Group feedback and, pending receipt of additional funding, undertake a second round of revision inclusive of comments from the town-wide public meeting before delivering the final document to DPCD.
- Partner responsibilities: MAPC will draft, revise, and finalize the report. MAPC and ACAC will use the Arts and Planning Toolkit and conduct additional research and interviews as needed to learn more about policies and programs in action that may serve as good models for Arlington's action plan. DPCD and the Working Group will review and comment on two drafts of the Action Plan.

4. ***Communications and Publicity.*** MAPC will create a webpage for the project and prepare and distribute flyers and press releases at key intervals in the project timeline – including project launch and in advance of the town-wide public meeting. MAPC will also posts on MAPC social media outlets. MAPC will also post a SurveyMonkey survey as part of the assets and needs inventory process.

- Deliverables: Project page on www.mapc.org; SurveyMonkey survey; minimum of two press releases over the course of the project; a flyer for the town-wide public meeting; a standard flyer that can be adapted by ACAC as needed to promote focus group meetings.

- Partner responsibilities: DPCD and ACAC will assist with disseminating flyers and press released to town contacts.
5. **Project Management.** MAPC will manage communications and collaboration with the DPCD and the Working Group. MAPC will prepare for, attend, and conduct follow up for three Working Group meetings. Meeting 1: Kick off meeting to discuss project vision, goals, and outcomes. Meeting 2: debrief findings from the arts and cultural assets and needs inventory and debrief public input collected from focus groups with segments of the Arlington community (individuals, organizations, businesses. Meeting 3: discuss draft action plan recommendations and prepare for public meeting #2.
- Deliverables: Monthly check-in calls among MAPC, DPCD, and ACAC; creation of a standard project webpage on www.mapc.org and DPCD creation and maintenance of a project webpage on the Town's website; three Working Group meetings.

Project Budget

Task	Timeframe	MAPC Hours (funded through PMTA)	ACAC Hours* (in-kind)	MAPC Hours (funded through pending grant)	Subtotal
1. Existing Conditions	September - October 2017	30.5		0.0	\$2,745.00
2. Outreach and Engagement to Identify Arts and Cultural Assets and Needs	September 2016 - May 2017	120.0	64	120.0	\$21,600.00
3. Communications and Publicity	September 2016 - May 2017	22.0	10	9.5	\$2,835.00
4. Deliverables Preparation	April - June 2017	20.0		46.0	\$5,940.00
5. Project Management	July 2016 - June 2017	30.0		30.0	\$5,400.00
Direct Costs		\$480.00		\$1,500.00	\$1,980.00
Contingency (10%)		\$4,500.00			\$4,500.00
		222.5		205.5	\$45,000.00
				MAPC	\$25,000.00
				Grant (Pending)	\$20,000.00

* ACAC members will assist with the following tasks:

- Prep, facilitation and notetaking, and follow up for 4-6 focus groups
- Publicity support for focus groups and the town-wide public meeting (disseminating flyers)
- Meeting prep, facilitation and/or notetaking support for town-wide public meeting

Project Objectives

Project Connection to MetroFuture

In addition to advancing local community and economic development goals, this project will advance MetroFuture goal #43: "More people will take advantage of the region's artistic and cultural

resources” and the following MetroFuture strategies: fostering urban vitality through support for arts districts; supporting arts and culture as a way to build community and civic engagement; supporting the coordination of creative economy initiatives; and supporting live/work spaces and creative incubator spaces (strategies 6E, 11B, and 11c). This project will also advance MAPC priorities related to economic development (creating more opportunities for artists and creative businesses to locate in and create work in communities) and equity (art as a mechanism for facilitating diverse populations’ involvement with public processes) and MAPC’s Civic Engagement and Innovation and Creativity guiding approaches.

Process Benchmarks

- Appointment of 8-10 diverse leaders appointed to the Working Group
- At least 100 people engaged through focus groups, survey, public meetings, and other outreach and engagement activities as confirmed through attendance sheets, attendee counts, and survey
- Attendees at public meetings and focus groups are representative of the demographics of Arlington
- Outreach and engagement approach is culturally inclusive – utilizing arts-based, technology-based, and low-tech, traditional methods of engagement
- At least two articles about the project are published in press outlets

Project Outcomes

- Findings regarding arts and culture needs build public support and facilitate passage of policy and programmatic changes at the town level that expand arts and cultural opportunities for the Arlington community – helping to implement the goals and objectives identified in the Master Plan and for the Cultural District.
- Recommendations of applicable incentives and regulatory mechanisms are implemented and piloted in the town, creating opportunities for sustainable arts and cultural development activity in the arenas of programming, adaptive reuse, and redevelopment.
- Findings and recommendations will inform a set of qualifications that will be included in the job responsibilities of an individual in the Department of Planning and Community Development.
- Findings aid Working Group organizations in securing targeted investments from the private sector, public sector, and philanthropy towards arts and cultural opportunities that strengthen cultural vitality and cultural equity in Arlington (e.g., spaces, facilities, programming, professional development for artists, etc.)

Scope Approval

Jennifer M. Raitt, Director
Town of Arlington
Department of Planning and Community Development

Date



Town of Arlington, Massachusetts

Request: Two Spaces, On Street Overnight Parking @ 17 Pelham Terrace

Summary:

William Choi, Christina Mathews

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	17_Pelham_Terrace_Overnight_Parking_Request.docx	Police Recommendations
▢	Reference Material	Resident_request_17_Pelham.pdf	Resident Request, Meeting Notice

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: December 6, 2016

RE: Request: Two Spaces, On-Street Overnight Parking at 17 Pelham Terrace

At your request, the Arlington Police Department Traffic and Parking Unit looked into the petition by William Choi and Christina Mathews to have two on-street overnight parking spaces in front of their residence at 17 Pelham Terrace. The Traffic and Parking unit **does not** support this current request.

They argued that it would be a substantial cost to them but the past standard has always been that cost to the petitioner is not a factor in such determinations; but whether or not it is structurally possible to install a driveway. There appears to be sufficient width on the property to accommodate a driveway installation. Mr. Choi and Ms. Mathews also argued that there would be objections from the Historical Commission but in Title VII (Historic Districts) Article 4, Sec. 3 (Limitations on Authority of Commissions) subsection (B) of the Town Bylaws, it specifically states that the Commission does not have the authority to review "Terraces, walks, **driveways**, sidewalks, and similar structures, or any one or more of them, provided that any such structure is substantially at grade level." Thus installing a driveway without altering the building structure itself should not mar the historical nature of their residence nor would it be subject to a review by the Historical Commission. Furthermore, the property directly across at 16 Pelham Terrace has a similar design and has a driveway and garage built adjacent to the property.

We also have concerns with access for emergency vehicles and fire apparatus at the terminus of dead-end streets. The street is very narrow and there is a hydrant between 15 and 17 Pelham Terrace that would be used for a fire emergency at either 15, 16, or 17 Pelham Terrace as well as the rear of 30 Academy Street, which significantly abuts the end of Pelham Terrace. Access to this hydrant during an overnight emergency would be inhibited if vehicles were permanently parked all night at this location.

Please feel free to contact me if you have any further questions.

"Proactive and Proud"

ARLINGTON POLICE DEPARTMENT

CPR

Cc: Fred Ryan
Police Chief

Capt. Julie Flaherty
Support Services Commander

Lt. Paul Conroy
OIC / Traffic, Details, and Licensing

Deputy Chief John Kelly
Arlington Fire Department

Adam Chapdelaine
Town Manager

"Proactive and Proud"

Original Message-----

From: Chuck Choi <c@chuckchoi.com>

To: mkrepelka@town.arlington.ma.us, christina Mathews
<christina.mathews@gmail.com>

Date: Mon, 14 Nov 2016 13:07:09 -0500

Subject: Special consideration for overnight parking--no
driveway

Dear Board of Selectman for the Town of Arlington,

I live at 17 Pelham Terrace. Recently, our two cars were ticketed for overnight parking. The problem is my property, 17 Pelham Terrace, has no driveway, so we have no place else to park but on the street. Could we receive consideration for this situation?

Putting in a driveway would require taking down a huge beech tree, and would destroy our front yard. The cars would then abut the house, a condition that the Historical Commission is likely to object to. Having to park two cars every night in a municipal lot would be similarly onerous for two working parents with kids.

I respectfully ask for your consideration of this matter.

Sincerely,

William Choi

--

William Choi
Christina Mathews

17 PELHAM TERRACE
ARLINGTON, MA 02476
781.646.0403

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

December 1, 2016

William Choi
Christina Mathews
17 Pelham Terrace
Arlington, MA 02476

Dear William and Christina:

The Board of Selectmen will be discussing your request for two spaces, on street overnight parking at their meeting on Monday, December 12th in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. You or your representative is invited to be in attendance at this meeting.

Kindly call the office of the Board of Selectmen to confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Vote: Referral of Lesley Ellis Traffic Review to TAC

Summary:

Ted Wilson, Schools for Children

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Schools_for_Children.pdf	Correspondence from T. Wilson



8 Winchester Place, Suite 202 ■ Winchester, Massachusetts 01890 - 2846

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02476

2016 DEC -5 AM 10:55



**schools
for
children**

781.641.2424 *tel*
781.641.2713 *fax*

November 28, 2016

Diane M. Mahon, Chair
Board of Selectmen
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Dear Chair Mahon,

I am writing to the Board of Selectmen to request that the Transportation Advisory Committee (TAC) be asked to review the planned traffic and parking changes in and around the property we own at 34 Winter Street in Arlington. As you know, our Lesley Ellis School is being required to vacate the property it has long leased at the Gibbs School. We are addressing that challenge by moving our Dearborn Academy from its space on Winter Street to a new facility in Newton in mid-June, 2017. That will allow Lesley Ellis to prepare the building for its use and to move into that space for the start of the September 2017 school year. Moving two schools in the summer of 2017 will be a Herculean task, but we are confident that with sufficient planning, we can make this happen.

One concern we have is that the current traffic and parking use associated with Dearborn Academy is different than what will be experienced with the Lesley Ellis School at that location. In order to accommodate both the Lesley Ellis School community and the Winter Street and Oxford Street neighbors, we are asking for your help. Last spring, we invited the neighbors to attend a morning coffee so we could share our plans and hear their concerns. While the turnout was minimal, we fully expect that there will be greater interest as the move takes shape. So, rather than wait for that, we have initiated additional meetings. As of this date, we have had early stage conversations with Town Manager Adam Chapdelaine, Officer Corey Rateau (Traffic Unit), Elisabeth Carr-Jones (former member of TAC) and Howard Muise (current TAC chair) to get their thoughts and ideas on ways we can manage the change in a constructive and positive fashion.

It has been suggested that we attempt to formally engage TAC so they can be aware of what we are planning and suggest improvements on our plan. The critical issue we are facing is that we must have everything ready to launch for September 2017. If the Board feels it would be a wise idea to engage TAC in this discussion, we would welcome that involvement. Please

let me know how you think we should proceed. This is an exciting process for us but one which has to be completed on schedule. Thanks for your support and suggestions.

Best wishes,

A handwritten signature in dark ink, appearing to read 'Theodore H. Wilson, III', with a long horizontal flourish extending to the right.

Theodore H. Wilson, III, Ph.D.

President

Schools for Children, Inc.



Town of Arlington, Massachusetts

For Approval: Amendment to Schedule I, Traffic Rules and Orders for Mystic Street

Summary:

Officer Corey Rateau, Traffic and Parking Unit

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Mystic_Street_No_Parking_Amendment_Request_(1).docx	Request from Officer Rateau

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: December 6, 2016

RE: Request Amendment to Schedule I, Traffic Rules and Orders for Mystic Street

The Arlington Police Department Traffic and Parking Unit is requesting that the following amendment be made to Schedule I: Parking, of the Traffic Rules and Orders:

- **Mystic Street, East, from Sachem Ave to Mystic Valley Parkway: No Parking**

Construction in the area has been completed and a new traffic and striping plan has been developed in conjunction with the Engineering Department. This section is now designated as a through-travel lane and parking should now be prohibited.

Thank you and please let me know if you need any further information.

CPR

Cc: Fred Ryan, Police Chief
Capt. Julie Flaherty, Support Services Commander
Lt. Paul Conroy, OIC / Traffic, Details and Licensing
Deputy Chief John Kelly, Arlington Fire Department
Adam Chapdelaine, Town Manager

"Proactive and Proud"



Town of Arlington, Massachusetts

Town Manager Vacation Buy Back Notice

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Town_Manager_Vac_BuyBack_2016.pdf	memorandum to Board



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

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Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam W. Chapdelaine, Town Manager

CC: Richard Viscay, Comptroller, Caryn Malloy, Human Resources Director

RE: Town Manager Vacation "Buy Back"

Date: December 1, 2016

Pursuant to Section 3A (included below) of the terms of my employment agreement with the Board, I am writing to inform the Board of my intention to request the "buy back" of ten (10) unused vacation days from calendar year 2016.

If you have any questions in regard to this matter, please do not hesitate to contact me.

3. Vacation, Sick Leave, and Long Term Disability

A. Vacation Leave.

Mr. Chapdelaine shall earn twenty (20) vacation days per calendar year. Mr. Chapdelaine's vacation accrual shall be prorated for service of less than one full calendar year. Mr. Chapdelaine, at his option, may elect to have the Town "buy back" up to and including ten (10) accrued unused vacation days per calendar year provided that Mr. Chapdelaine gives the Board written notice that he will be requesting such buyback. This buyback will be subject to all legally required withholdings. Vacation that is not used and that has not been bought back shall not be carried over into a subsequent calendar year.